Manitoba Justice
(including Justice Initiatives Fund)

Annual Report
2003-2004

Manitoba

ATTORNEY GENERAL
MINISTER OF JUSTICE

Room 104
Legislative Building
Winnipeg, Manitoba, CANADA
R3C 0V8

The Honourable John Harvard
Lieutenant-Governor of Manitoba

MAY IT PLEASE YOUR HONOUR:

It is my privilege to present for the information of Your Honour the Annual Report of Manitoba Justice for the fiscal year ending March 31, 2004.

Respectfully submitted,

Honourable Gord Mackintosh
Minister of Justice
Attorney General

Manitoba

Deputy Minister of Justice
and Deputy Attorney General

Room 110
Legislative Building
Winnipeg MB R3C 0V8

Honourable Gord Mackintosh
Minister of Justice
Attorney General
Room 104 Legislative Building
Winnipeg, Manitoba
R3C 0V8

Dear Sir:

I am pleased to submit for your approval the Annual Report of Manitoba Justice and the Justice Initiatives Fund for 2003/04.

During the year, the department strengthened core criminal justice functions to address new challenges, and improved supports for victims of crime. The department also continued to expand its focus beyond traditional roles by working with and supporting other departments in their efforts to address the root causes of crime in our province. Manitoba Justice developed and partnered with other governmental and external agencies on a variety of innovative new crime prevention initiatives. Some of the highlights of the accomplishments in these three areas are provided below.

1. Strengthening Core Functions

Manitoba Justice continued to work with law enforcement services to develop innovative approaches to fighting organized crime, including assistance with intelligence-based investigations. Moreover, the government has continued the development of innovative new civil approaches to address the impacts of organized crime by providing for the seizure, freezing and forfeiture to the province of the proceeds of unlawful activity.

The department continued to strengthen prosecutions in Manitoba in 2003/04 by hiring new Crown attorneys, administrative staff and outside counsel in cases of conflict of interest.

The department made efforts to strengthen the staff complement of Legal Aid Manitoba in 2003/04 by adding two new Winnipeg duty counsel lawyers and two new lawyers to enhance delivery of service in family matters outside Winnipeg. Legal Aid also made improvements to the tariff paid to private lawyers. An external review was also undertaken to examine the most appropriate means to deliver legal aid services with a greater reliance on staff lawyers.

Manitoba Justice supported The Provincial Court of Manitoba's Domestic Violence Front End Pilot Project in Winnipeg under the direction of the Chief Judge. The objective of the project is to cut the pre-trial processing time for domestic violence cases in half. Early results have shown more efficient use of court time, reduced costs for prisoner movement and reductions in staff overtime.

Child support legislation was further strengthened to make it easier to collect outstanding family support payments and compensate those who do not receive payments on time, one of a series of such enhancements made since 1999.

2. Improving Supports for Victims of Crime

The Victims' Bill of Rights was expanded to require the department to provide legislated support services in connection with certain offences against children. A co-ordinator of child victim cases was also established in Prosecutions to ensure timely and effective prosecutions of these offences.

3. Crime Prevention Initiatives

Manitoba Justice continued to support the successful community-based Lighthouses program to provide young people with a safe place to play and study in schools and community centres across Manitoba. In addition to supporting the maintenance of twenty-one existing sites, five new sites were added during the course of the year – three in Winnipeg, one in Dauphin and one in Flin Flon.

In April of 2003, the department launched a web site to notify Manitobans of high-risk sex offenders. The 'SafetyAid' Seniors Home Safety and Security Program was also launched in 2003/04 to address the safety and security concerns of low-income seniors.

This Annual Report describes in greater detail these initiatives and the scope of the work accomplished throughout Manitoba Justice to benefit all Manitobans.

Respectfully submitted,

Bruce A. MacFarlane, Q.C.
Deputy Minister of Justice and
Deputy Attorney General

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Introduction

With headquarters in downtown Winnipeg on historic Broadway Avenue, Manitoba Justice is responsible for the administration of justice in Manitoba. The role of the department reflects the statutory responsibilities of the Minister of Justice and Attorney General, as set out in *The Department of Justice Act*, *The Correctional Services Act* and other statutes.

Manitoba Justice, a large department with over 3,000 employees, provides a diverse range of services to Manitobans through many regional offices, facilities and operations. Department staff come from a wide variety of backgrounds including lawyers, correctional officers, managers, administrators, financial officials, law enforcement specialists, information technologists, social workers, teachers, nurses, human resource officers, paralegal, clerical and support staff.

Report Structure

The Annual Report for Manitoba Justice is organized in accordance with the department's "appropriation" structure. Manitoba Justice's appropriation is the amount voted by the Legislative Assembly of Manitoba as the maximum that may be spent during a fiscal year (April 1 – March 31). The total appropriation (known as the Main-appropriation) is also broken down for the specific divisions, branches and areas of the department. These breakdowns are known as "Sub-appropriations".

Activities undertaken by every branch or section are outlined in this report. The report includes information at the Main and Sub-Appropriation levels relating to the department's objectives, actual results achieved, financial performance and major variances, and provides a five-year historical table giving the departmental expenditures and staffing. Expenditure and revenue variance explanations are provided. Reports and financial information are also provided on affiliated boards, agencies and commissions, some of which issue their own annual reports.

Vision and Mission

The vision of Manitoba Justice is a safe, just, and peaceful society supported by a justice system that is fair, effective, trusted and understood.

Our mission is to promote a safe, just, and peaceful society by:

- providing a fair and effective prosecution service
- managing offenders in an environment that promotes public safety and rehabilitation
- providing mechanisms for timely and peaceful resolution of civil and criminal matters
- providing legal advice and services to government
- providing programs which assist in protecting and enforcing individual and collective rights
- providing support and assistance to victims of crime
- promoting effective policing and crime prevention initiatives in our communities

We seek to carry out this mission on the basis of the following guiding principles that are critical to the functioning of our democratic society:

- We recognize that in the exercise of our authority we at all times act in trust for the public.
- We accept that our system of justice is based on the rule of law and a respect for the rights of individuals as well as the rights of the community as a whole.
- We seek to promote an open and accessible system of justice that treats all persons fairly and with respect.
- We recognize the diversity in our society and the need to be responsive to that diversity, especially in regards to Aboriginal persons.
- We value communication, co-operation and interdependence and recognize the need to involve government and non-government partners in the development of integrated approaches to the administration of justice in Manitoba and throughout Canada.
- We respect and value the role the public can play in the delivery of justice and in the shaping of our institutions and programs.
- We believe in promoting the individual's responsibility to the larger community.
- We support the development of preventive approaches to problems and the prompt and just resolution of conflicts.

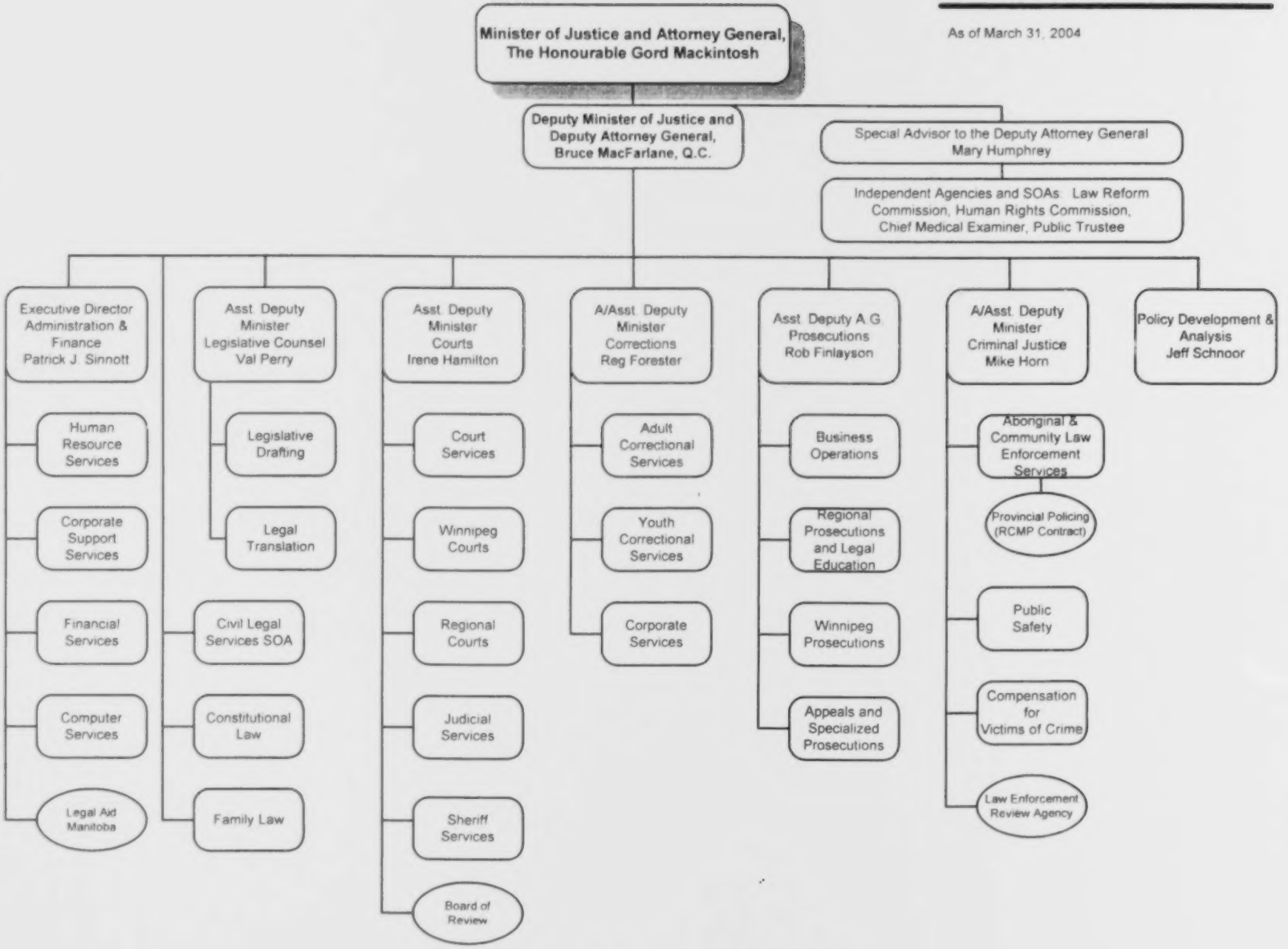
The department's strength comes from its employees. We are committed to building a department that promotes a respectful work environment and that recognizes employees' commitment, performance and achievements. We value personal integrity, leadership, responsibility, participation and teamwork. We encourage outstanding client and community service, initiative and innovation.

To fulfill its role and mission, the Department of Justice is organized administratively into seven divisions – Administration and Finance, Legislative Counsel, Courts, Corrections, Prosecutions, Criminal Justice and Policy Development and Analysis. Finances are, however, voted under six main appropriations: Administration and Finance (04-1), Criminal Justice (04-2) Civil Justice (04-3), Corrections (04-4), Courts (04-5) and Amortization of Capital Assets (04-6).

As illustrated on the organization chart, each operating division is led by an Assistant Deputy Minister (ADM) or equivalent. The departmental structure includes a number of branches, offices, arm's length bodies and special operating agencies (SOAs). Special operating agencies are service operations within departments granted more direct responsibility for results and increased management flexibility in order to encourage initiative and improve service delivery.

Manitoba Department of Justice
Organization Chart

As of March 31, 2004


Minister of Justice and Attorney General, The Honourable Gord Mackintosh
Deputy Minister of Justice and Deputy Attorney General, Bruce MacFarlane, Q.C.
Special Advisor to the Deputy Attorney General Mary Humphrey
Independent Agencies and SOAs: Law Reform Commission, Human Rights Commission, Chief Medical Examiner, Public Trustee
Executive Director Administration & Finance Patrick J. Sinnott
Human Resource Services
Corporate Support Services
Financial Services
Computer Services
Legal Aid Manitoba
Asst. Deputy Minister Legislative Counsel Val Perry
Legislative Drafting
Legal Translation
Civil Legal Services SOA
Constitutional Law
Family Law
Asst. Deputy Minister Courts Irene Hamilton
Court Services
Winnipeg Courts
Regional Courts
Judicial Services
Sheriff Services
Board of Review
A/Asst. Deputy Minister Corrections Reg Forester
Adult Correctional Services
Youth Correctional Services
Corporate Services
Asst. Deputy A.G. Prosecutions Rob Finlayson
Business Operations
Regional Prosecutions and Legal Education
Winnipeg Prosecutions
Appeals and Specialized Prosecutions
A/Asst. Deputy Minister Criminal Justice Mike Horn
Aboriginal & Community Law Enforcement Services
Provincial Policing (RCMP Contract)
Public Safety
Compensation for Victims of Crime
Law Enforcement Review Agency
Policy Development & Analysis Jeff Schnoor

Administration and Finance

This division is responsible for the department's executive and administrative support activities. It consists of two major components: the Executive Administration and the Operational Administration.

The Executive Administrative component is comprised of three sub-appropriations identified as Minister's Salary, Executive Support, and Policy Development & Analysis. These areas provide leadership and direction to the department's operational divisions.

The Operational Administration component is responsible for the department's administrative support and fiscal planning and control functions, including financial and human resource services, facilities management, telecommunications & office equipment, records management and the development and maintenance of automated systems. This component is comprised of three sub-appropriations: Financial and Administrative Services, Human Resource Services and Computer Services. Although not the largest division, it does provide many services that have a significant overall impact on the daily operations of the department.

Executive Administration Component

Minister's Salary

The funds voted for Minister's salary provide for additional compensation to the individual who has been appointed to Executive Council (Cabinet) as the Minister of Justice.

The Minister of Justice is also the Attorney General for Manitoba. The Attorney General's role is that of chief law officer for the province and the official legal advisor to the Lieutenant Governor in Council and members of Cabinet. The responsibilities stemming from this role are unlike those of any other Cabinet member.

As Minister of Justice, the Minister is responsible for representing the interests and perspectives of the Department of Justice at Cabinet, while simultaneously representing the interests and perspectives of Cabinet and consequently the Government to the department and the department's communities of interest.

As Attorney General, the Minister is the chief law officer of Manitoba and also has a special role to play in advising Cabinet to ensure the rule of law is maintained and that Cabinet actions are consistent with the law and the Constitution of Canada.

1(a) Minister's Salary

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	28.8	1.00	29.0	(0.2)	

Executive Support

Executive Support includes the staff and operation of the offices of the Minister and Deputy Minister who provide management direction and leadership to the department. Activities include advising the Minister on policies and emerging issues affecting the department; developing departmental policy; managing departmental activities and projects; and providing administrative services.

The Deputy Minister of Justice and Deputy Attorney General is the administrative head of the department, responsible for managing the day to day operation of the organization. As the senior public servant in the department, the Deputy Minister works with a team of Assistant Deputy Ministers and Executive Directors. The team, in turn, draws on the extensive accumulated knowledge of departmental personnel.

The Deputy Attorney General is the deputy chief law officer for the province, following the Attorney General as chief law officer. The Deputy Attorney General, for example, can prefer an indictment under the *Criminal Code* directly in The Court of Queen's Bench, Manitoba's superior trial court. There are also other discretionary prosecutorial powers given in law that may be exercised by the Deputy Attorney General.

1(b) Executive Support

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	550.5	9.00	544.4	6.1	
Total Other Expenditures	127.0		99.6	27.4	1

Explanation Number:

1. *Legal counsel costs associated with retaining special counsel for a multi-accused trial.*

Policy Development & Analysis

The mandate of the branch is to:

- provide justice policy advice, develop legislation and assist in the development of programs that advance departmental objectives;
- coordinate issues having cross-divisional, cross-government or intergovernmental implications;
- research and document provincial positions on needed changes to the *Criminal Code of Canada*;
- provide program and administrative support for the Community Notification Advisory Committee and the sex offender website; and
- act as the department's primary resource for research into issues that affect the justice system.

To fulfill this mandate, the branch:

- conducts research and develops justice policy options;
- coordinates the preparation of briefing material for the Minister and Deputy Minister and assists them with preparation for federal-provincial-territorial meetings;
- acts as the departmental liaison to the Canadian Centre for Justice Statistics (CCJS), analyzes CCJS reports and represents the department at federal-provincial-territorial meetings of the National Justice Statistics Initiative Liaison Officers Committee;
- provides research, analytical and administrative support for the Community Notification Advisory Committee;
- represents the department at federal-provincial-territorial meetings of the Coordinating Committee of Senior Officials and participates in federal-provincial-territorial working groups;
- coordinates development of Manitoba's resolutions to the Criminal Section of the Uniform Law Conference of Canada;
- examines and comments upon criminal law initiatives of the federal government; and
- participates in the development of legislation.

The following are examples of some of the special projects in which the branch participated during 2003/04:

- participated in a number of initiatives to develop legislation, including *The Criminal Property Forfeiture Act, The Cross-Border Policing Act, The Highway Traffic Amendment Act (Police Powers Respecting Unsafe Drivers)* and *The Profits of Criminal Notoriety Act;*
- chaired and participated in a variety of national working groups and consultations on changes to criminal law and on collection of justice data;
- played a leading role in the development of national sex offender registry legislation;
- assisted in the development and implementation of the ignition interlock program; and
- coordinated the department's response to the federal drug-impaired driving consultation.

1(c) Policy Development and Analysis

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	306.0	5.00	310.8	(4.8)	
Total Other Expenditures	106.9		113.5	(6.6)	

Operational Administration Component

Financial & Administrative Services

The Financial Services group ensures that all funds voted to the department and all revenues generated by departmental programs are completely accounted for and that all expenditures are properly authorized and made in accordance with applicable government and departmental policies and generally accepted accounting principles. In addition, it is responsible for assembling and co-ordinating the department's budget, processing all accounts payable, and for monitoring, evaluating and reporting expenditures to senior management.

Administration Services is responsible for the department's accommodation planning and capital project requests, security, insurance and risk management claims, accommodation cost recoveries, workplace safety and health issues, parking program for staff, fleet vehicles, and other administrative government initiatives as they arise. The section is further responsible for the department's sustainable development procurement action planning and reporting and leads the Justice Sustainable Development Procurement Committee that was established to develop new annual planning and reporting for the department. Vital information such as physical assets, locations, telephone directory and fax listings are also maintained for insurance and risk management purposes and publications.

The Corporate Services section has responsibility for co-ordinating freedom of information access requests and compliance with *The Freedom of Information & Protection of Privacy Act* (FIPPA) and *The Personal Health Information Act* (PHIA). Corporate Services is also responsible for records management and for maintenance of the Manitoba Justice website, which can be found at www.gov.mb.ca/justice. The site is available in both English and French and contains some documents in aboriginal languages. A number of significant upgrades were made to the Manitoba Justice website during 2003/04, including: creation of the new sex offender notification web pages, publication of the new (2002) Family Law in Manitoba booklet and the establishment of a publications section, including key reports such as the Legal Aid Manitoba Review, the Review of Disclosure in the James Driskell Matter and the Anti-Terrorism Act Report.

In addition, the Executive Director of Administration & Finance exercises a governance role with respect to grant funding provided to the Legal Aid Services Society of Manitoba, which functions as an independent Crown Corporation.

1(d) Financial & Administrative Services

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	988.6	18.84	991.3	(2.7)	
Total Other Expenditures	367.9		317.3	50.6	1

Explanation Number:

1. *Increased payroll production and records storage charges.*

Human Resource Services

This branch provides a comprehensive human resources management service to all divisions and branches of Manitoba Justice, including its special operating agencies. Major responsibilities include recruitment, selection and retention of employees, job classification and organizational reviews, employee and labour relations, contract and policy interpretation, staff training and development, human resource planning, career counselling services, as well as consultation on a wide variety of human resource initiatives and issues. The branch conducts recruitment and job classification activities under delegated authority from the Civil Service Commission and the Labour Relations Division of the Department of Finance.

The branch also processes payroll, maintains employee benefit records and administers programs designed to improve employee performance and opportunities for career advancement. It supports policies such as job sharing, employment equity/diversity, alternate work arrangements and employee support/wellness. In addition, the French language services co-ordination for Manitoba Justice falls under the direction of this branch. The branch also provides assistance in the collective bargaining process with the Manitoba Government and General Employees Union (MGEU), the Manitoba Association of Crown Attorneys (MACA) and the Legal Aid Lawyers Association (LALA).

Human Resource Services helps to co-ordinate and support many employment equity initiatives, including cultural training initiatives, Aboriginal outreach and activities for target group member employees (women, Aboriginal persons, persons with disabilities and members of visible minorities). Efforts to improve the representation of target group members within Manitoba Justice have continued during the year. The branch also provides support to significant training initiatives such as respectful workplace and job competencies development.

In 2003/04, the branch handled 125 competitions and completed 118 job classification reviews. Human Resource staff were also involved in 50 formal grievances, arbitration, appeals and approximately 40 employee/labour relations issues, investigations, mediations, etc. Moreover, 575 staff including management, attended training courses offered through Organization & Staff Development. Many staff also participated in internal training efforts at divisional levels including suicide intervention, Aboriginal awareness, CPR and first aid.

1(e) Human Resource Services

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	1,009.4	18.50	1,029.9	(20.5)	
Total Other Expenditures	185.8		169.7	16.1	

Computer Services - Information Systems

The Information Systems Group is the department's central branch for developing, implementing and maintaining automated systems for a variety of departmental services. This work assists the department to deliver those services as effectively and as efficiently as possible. The branch is continually challenged with competing needs for supporting installed systems, participating in corporate initiatives, and progressing with new system development.

The department's long-term strategy for developing justice systems is referred to as the *Co-operative Justice Initiative.* This strategy mandates development of independent system modules to meet critical operational needs, with these modules being developed in a technological framework that will allow for an easy flow of data between them and will lend itself to future integration of functionality. This approach is seen as the most effective and fiscally responsible method for applying systems and technology solutions to the criminal justice environment, given that the criminal justice process involves a number of separate entities that must work effectively together without compromising their independence from each other. Significant efforts have been directed toward ensuring that all technology components being delivered will support the program areas' immediate requirements and be consistent with the long-term strategy.

The co-operative justice project continued to be the major focus of the Information Systems development team in 2003/04. The co-operative justice project will, when completed, link the provincial criminal court system (CCAIN), the prosecutions and victim services system (PRISM), and the corrections offender management system (COMS).

In 2003/04 several advancements were made to the CCAIN system, including simplification of screens to increase the speed and accuracy of data entry and additional fields to collect information with respect to the new *Youth Criminal Justice Act.* A new version of CCAIN will be released in late April of 2004 that will include the automation of warrants and the first of the court forms to be produced by the system. PRISM improvements during the year included more functionality for the users, better search capabilities and some performance improvements. In addition, the team has been developing an automated subpoena and a disclosure tracking component, to be released in the next fiscal year.

The department expended $994,900 towards ongoing development and integration of co-operative justice systems during the year.

1(f) Computer Services – Information Systems

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	1,494.9	18.00	1,547.8	(52.9)	
Total Other Expenditures	507.2		462.8	44.4	

Criminal Justice

Administration

Criminal Justice Administration provides executive direction and support services to all functions within the Criminal Justice Division. This does not, however, include Prosecutions Division or the Office of the Chief Medical Examiner.

2 (a) Administration

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	231.6	3.00	242.3	(10.7)	
Total Other Expenditures	26.6		38.5	(11.9)	

Prosecutions

Under the general direction of an Assistant Deputy Attorney General (ADAG) Prosecutions, the division with more than 80 lawyers as well as support staff, is responsible for the conduct of the prosecution of criminal offences in Manitoba. These offences are comprised of provincial statutes, *Criminal Code* and some federal charges, as well as prosecutions under the *Youth Criminal Justice Act*.

Each year, Prosecutions hires the greatest number of articling students of any firm in the province and has the duty of instructing and teaching these students throughout their term. In addition, Crown attorneys review police reports and provide advice to the police with respect to charges and procedures and provide lectures and seminars to the police, police training division and the general public on justice related issues.

The division is organized into four branches.

Winnipeg Prosecutions

Crown attorneys in Winnipeg prosecute out of a number of units including the Intake and Pre-Charge Screening Unit which has conduct of all bail hearings and most docket matters, the Youth Prosecutions Unit and three general Trial Units. The Trial Units have responsibility for the prosecution of all preliminary hearings and trials in Winnipeg which are not the responsibility of one of the specialized units and not resolved during the intake process through referral to a community justice program, guilty plea, etc.

Regional Prosecutions and Legal Education

Regional Prosecutions offices are based in Brandon, Dauphin, Portage la Prairie, The Pas and Thompson. Regional Crown attorneys are responsible for the prosecution of all adult and youth offences arising in the regional court locations. In conjunction with lawyers from Winnipeg, prosecutions are conducted in over 60 other communities throughout Manitoba. The branch is also responsible for providing a Prosecutions Division Continuing Legal Education Program to ensure all Crown attorneys receive updated education to enable them to fulfill their roles as prosecutors.

Specialized Prosecutions and Appeals

This branch encompasses Crown attorneys who are working in a number of units, including General Counsel, the Family Violence Unit which prosecutes cases of spousal, child and elder abuse and child pornography, the Commercial Crime Unit, the Provincial Statute Unit, the Board of Review which reviews and monitors the status of NCR (not criminally responsible) accused, and the Criminal Organization and High Risk Offender Unit (COHROU), which consists of two components: Gang Unit and High Risk Offender Unit. The branch also

reviews referrals of files for consideration of appeal and represents the Crown at appeal hearings in The Manitoba Court of Appeal and Supreme Court of Canada.

Business Operations

The Business Operations Branch is responsible for the areas of financial management, facilities management, Central File Registry, technology and general administrative services. Strategic and policy advice is also provided to the ADAG on issues affecting the division.

The number of files (including charges laid as well as requests for Crown opinions) opened in Manitoba Prosecutions over the last three years is as follows:

- 42,164 in 2001;
- 43,206 in 2002; and
- 46,016 in 2003.[1]

The *Youth Criminal Justice Act* (YCJA) was proclaimed across Canada on April 1, 2003. The Youth Justice Alternatives Pilot Project (YJAPP) was a special project undertaken by Manitoba Prosecutions in 2003/04 that had been developed in contemplation of the enactment of the legislation. The purpose of the Winnipeg pilot project was to develop a protocol, process and administration for "crown cautions" (formal warnings) and "extrajudicial sanctions" (measures other than youth court proceedings for responding to youth crime).

2 (b) Prosecutions

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	11,591.9	161.30	11,268.8	323.1	1
Total Other Expenditures	2,978.7		2,948.0	30.7	
Total Witness Programs & Grants	936.0		663.5	272.5	2

Explanation Number:

1. *General salary increase, Youth Criminal Justice Act transitional activities (federally funded), and multi-accused trial costs.*
2. *Multi-accused trial costs.*

Provincial Policing

This sub-appropriation provides for funding to the Royal Canadian Mounted Police (RCMP).

The Royal Canadian Mounted Police (RCMP) provide provincial policing in Manitoba under the authority of *The Provincial Police Act*. The services of the RCMP are provided under contract in accordance with the terms of the federal/provincial Provincial Police Service Agreement (PPSA). The RCMP also provide police services to the majority of the province's larger municipalities through municipal policing agreements negotiated directly between the municipalities and federal government. Through its 78 rural and 22 municipal detachments across the province, the RCMP enforces federal and provincial statutes and municipal by-laws, and administers crime prevention programs in rural municipalities, cities, towns, villages, First Nations communities and local government districts that do not provide their own police service.

This sub-appropriation also provides funding for First Nations policing in Manitoba. Currently, eight of the 62 First Nations communities in Manitoba have First Nations policing agreements. The Dakota Ojibway Police Service (DOPS), a fully independent Aboriginal police service, provides policing services to five First Nations communities under the terms of an agreement. The communities served by DOPS are Birdtail Sioux, Canupawaka, Sioux Valley, Sandy Bay and Roseau River. Canada and Manitoba share costs for the agreement

[1] While Prosecutions opened 46,016 files in 2003, in 2003/04 The Provincial Court processed approximately 63,000 new adult and youth charges. The primary reason for the difference is that Prosecutions Division statistics relate to "files", while Courts Division statistics relate to "charges". Prosecutions can have one file that encompasses a series of charges relating to one incident. As well, Prosecutions statistics do not include any federal offences (such as the *Controlled Drugs and Substances Act* and the *Immigration and Refugee Protection Act*) or charges laid as private prosecutions.

through an established sharing formula, 52 per cent from Canada and 48 per cent from the province. The RCMP -- under the First Nations Community Policing Service (FNCPS) -- polices the other three First Nations communities that include Swan Lake, Waywayseecapo and Chemiwawin. The cost sharing formula is the same as that for DOPS.

Funding is also provided to the RCMP specifically for DNA testing as well as for municipal policing programs. Manitoba has 14 independent municipal police services, including the Winnipeg Police Service and Brandon Police Service.

2 (c) Provincial Policing

Expenditures by Sub-Appropriation	Actual 2003/04 $	FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Other Expenditures	68,844.5		69,100.7	(256.2)	

Aboriginal & Community Law Enforcement

This Aboriginal and Community Law Enforcement Branch co-ordinates the law enforcement objectives and priorities of the department with the RCMP, municipal and Aboriginal police services in Manitoba. It negotiates and implements all policing agreements within Manitoba on behalf of the province. It also represents the department in law enforcement forums at the national and international levels.

Aboriginal and Community Law Enforcement administers the licensing process for all security guard and private investigation companies, as well as the licensing of security guards and private investigators the companies employ, under *The Private Investigators and Security Guards Act.* During 2003/04, there were 75 private investigator/security guard companies licensed with a total complement of 1,900 employees. The branch also manages the appointment of special constables under *The Provincial Police Act* and there are approximately 1,200 such appointments in Manitoba. Moreover, the branch co-ordinates the allocation of Canadian Police College courses amongst Manitoba's police services and assists smaller municipal police departments in gaining access to accredited police training institutions.

Reporting to the Assistant Deputy Minister of Criminal Justice, Aboriginal and Community Law Enforcement has a staff of seven employees.

2 (d) Aboriginal and Community Law Enforcement

Expenditures by Sub-Appropriation	Actual 2003/04 $	FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	311.5	7.00	428.7	(117.2)	1
Total Other Expenditures	164.1		157.7	6.4	

Explanation Number:
1. Transfer of Director to acting Assistant Deputy Minister status and other positions filled at levels lower than budget.

Public Safety

The Public Safety Branch has a broad range of responsibilities that continue to grow and evolve in response to the concerns of Manitobans.

Crime Prevention

Public Safety is responsible for developing effective crime prevention initiatives in Manitoba by establishing provincial priorities, promoting co-ordination amongst the crime prevention partners and by funding requests to the Crime Prevention Fund and the Justice Initiatives Fund. The branch works closely with Healthy Child Manitoba to implement crime prevention through social development initiatives.

Since 1998, Public Safety has co-chaired the Community Mobilization Program. The province and the National Crime Prevention Centre of the federal government jointly administer this fund, which helps communities undertake activities that deal with the root causes of crime in their communities. In 2003/04, 31 projects were funded throughout Manitoba.

SafetyAid, a crime prevention program for Older Manitobans, was launched by Public Safety in April 2003. This is a two part comprehensive senior home security program designed to help prevent break and enters and home invasions. The program consists of a "SafetyAid Team" and the SafetyAid forgivable loans through the Home Adaptation for Seniors Independence (HASI) program. Since its inception, SafetyAid has conducted 51 home safety audits and 157 installations of free safety devices.

Public Safety organizes the annual Safer Communities Awards and provides grants to the following community-based groups and organizations: Transition, Education and Resources for Females (an adult prostitution program), Safe Schools Manitoba, Child Find Manitoba, Manitoba Association of Family Violence Workers, Wolseley Family Place, Manitoba Theatre for Young People, Maples Youth Activity Centre, Northern Association of Community Councils, Manitoba Public Insurance, Sport Medicine Council of Manitoba and Rossbrook House.

Community Services for Victims

Since the proclamation of *The Victims' Bill of Rights* (VBR) in 2001, Manitoba Justice has continued to provide support services to victims of crime through grants to both police-based and community-based programs.

In 2003/04, the department provided $155,700 from the Victims' Assistance Fund (VAF) to police services and other agencies providing services to victims. Fund revenue is generated from provincial and federal surcharge monies applied to fines or sentences determined by the courts. Police-based programs that received grants in 2003/04 included the Brandon Police Service, Dakota Ojibway Police Service and the Pembina Valley Victim Services Unit. Community-based programs that received grants included the Manitoba Organization of Victim Advocates and the Association for Community Living.

Victim/Witness Assistance

This program provides support services to victims of crime and those who are subpoenaed as Crown witnesses in Provincial Court and Court of Queen's Bench. Services are provided through Victim/Witness Assistance on the fourth floor of the Winnipeg Law Courts Complex.

In 2003/04 over 4,992 victims/witnesses received a variety of services including written correspondence with the Crown attorney regarding their specific case concerns, information relating to their submission of a victim impact statement, court orientations, court accompaniments and court cancellation notifications. Independent lawyers were also retained by the program during the year to represent the interests of sexual assault victims in seven separate cases where an application was being made to the court by defence counsel for access to the victim's counselling and/or other records.

Working in co-operation with 23 social service agencies throughout the province, the program also manages the Victims 1st Emergency Cell Phone Project which provides cell phones on a short-term basis to victims of domestic violence and stalking who are deemed to be at very high risk of violence. In this fiscal year, a total of 62 phones were issued.

Turnabout

Launched in October 2002, Turnabout is a pilot project for children under 12 who come into contact with the law. Turnabout is notified by police when a child under 12 is involved in an activity that would lead to that child being charged if over 12. Turnabout follows up by speaking with the child's parent or guardian about the matter. Families are typically referred to recreation programs, counselling services and other prevention programs. This helps support the family while preventing the child from having further involvement with the police.

Since its inception, Turnabout has worked with 335 children under 12 years of age who were involved in criminal activity. One measure of the success of Turnabout is that only a small number of children have had re-involvement with the project.

Victim Services

During 2003/04, all direct service Crime Victim Services Workers (CVSW) were organized for amalgamation under the Victim Services Branch. Under this realignment, all provincial victim workers will be considered as specialist or generalist CVSWs.

The intent is for all provincial CVSWs to provide a full range of services to a designated caseload. The generalist CVSWs would focus on victims designated under *The Victims' Bill of Rights* (VBR) and domestic and child victims. The CVSW/Domestic Violence Unit (currently Women's Advocacy Program) and CVSW/Child Victim Unit (currently the Child Victim Support Service) would provide services to domestic violence and child victims and witnesses. In these instances, the nature of the crime and the victims' unique needs and case volumes necessitates specialization.

Crime Victim Service Workers provide service to victims on a priority basis in accordance with the direction set out by the Minister of Justice. They:

- provide information and assistance to victims of crime regarding the criminal incident, their eligibility for VBR registration, victim impact statements, compensation for victims of crime and other victim related programs and support services;
- explain the criminal justice process to the victim and provide short term counselling support;
- identify and assess high risk cases and promote client safety;
- work as Justice team members to co-ordinate victim access to the criminal justice system;
- assess victims and provide recommendations to the Crown attorney;
- provide court support to the victim and assistance in understanding legal decisions; and
- ensure that accurate information is provided to victims.

Victim Services had a staffing complement of 32 in 2003/04. Within the general crime victim services area, there are 11 staff; two in Winnipeg, eight outside of Winnipeg located in RCMP detachments in Selkirk, Lac du Bonnet, Morris, Portage la Prairie, Dauphin, The Pas, Flin Flon and Thompson, and one regional manager. The domestic violence area's staffing complement includes 12 counsellors (six in Winnipeg and six outside of Winnipeg in Brandon, Selkirk, The Pas and Thompson), a director, a policy analyst and two administrative staff. The child victim area has two Winnipeg counsellors and an administrative support staff. In rural areas, the specialist CVSWs fulfil the functions of both the domestic violence and the child victim service.

Lighthouses

Lighthouses represents a leading, national, crime-prevention program for youth and communities. Lighthouses was created to assist interested communities in engaging youth to develop their own crime prevention and recreation activities outside school hours. The Lighthouses model stimulates community capacity building - the bringing together of interested agencies and citizens to create an environment for youth to participate in positive and guided decision making and acts of citizenship.

In 2003/04, Manitoba Justice administered 26 Lighthouse sites, 22 in Winnipeg and in four other communities (Thompson, Brandon, Flin Flon, and Dauphin). Annual funding from the Justice Initiatives Fund for each site is $12,000.

An independent formative evaluation of Lighthouses was completed in May 2003. The findings were very encouraging. The principal recommendation was that future funding be targeted at higher risk communities.

The Public Safety Branch Investigation Unit

The Public Safety Branch includes a specialized unit that investigates complaints and conducts inspections under *The Safer Communities and Neighbourhoods Act* and *The Fortified Buildings Act*. These Acts target properties which adversely affect the safety and security of neighbourhoods in various ways such as fortifications that prevent access or escape, their habitual use for prostitution, the production, sale and/or use of drugs, abuse of intoxicants, the provision of intoxicating substances to minors, or the sale of liquor without a license.

The Public Safety Branch Investigation Unit (PSBIU) consists of three investigators and an administrative support position. The role of the unit is to investigate complaints and make applications for Community Safety Orders under *The Safer Communities and Neighbourhoods Act*, where appropriate, as well as conduct inspections and serve Removal or Closure Orders under *The Fortified Buildings Act*.

In 2003/04, the PSBIU received 205 complaints under *The Safer Communities and Neighbourhoods Act*. Following investigation, the PSBIU closed 33 drug, prostitution and solvent operations involving 40 separate complaints; 4 complaints were referred to other agencies; 37 complaints were closed due to insufficient evidence; and 86 complaints remain under investigation. Moreover, three owners removed fortifications from their properties following inspections conducted by members of the PSBIU under *The Fortified Buildings Act*.

2 (e) Public Safety

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	1,792.5	33.00	1,895.9	(103.4)	
Total Other Expenditures	479.7		586.4	(106.7)	1
Total Victims Assistance Grants	155.7		190.0	(34.3)	

Explanation Number:

1. *Extended start-up period for the Public Safety Branch Investigation Unit and a reduction in administrative and travel costs due to vacancies.*

Compensation for Victims of Crime

Under the authority of *The Victims' Bill of Rights* (VBR), the Compensation for Victims of Crime Program provides compensation for personal injury or death resulting from certain crimes occurring within Manitoba.

A claim may be filed by a person who is an innocent victim of a criminal incident or surviving dependant of a person killed as a result of a crime. Compensation can include income replacement, funeral expenses, training and rehabilitation expenses, medical/dental costs and grief counselling benefits for survivors of homicide victims.

The program reports to the Director of Public Safety and is staffed with a manager, an adjudicator and two administrative support staff. Staff salaries are included within Public Safety, while this appropriation funds compensation and medical services.

In 2003/04, the program processed 672 applications for compensation. In addition, the program provided services to approximately 225 long-term pension and wage loss claimants. In total, $3,126,629 in benefits were provided to victims during the 2003/04 fiscal year.

2 (f) Compensation for Victims of Crime

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Other Expenditures	3,126.6		3,130.0	(3.4)	
Total Reduction in Actuarial Liability	(427.9)		(100.0)	(327.9)	1

Explanation Number:

1. *Reduction to long term liability primarily due to a net decline in the number of recipients of wage loss, pension and survivor benefits.*

Law Enforcement Review Agency

The Law Enforcement Review Agency (LERA) is an independent, non-police agency established under *The Law Enforcement Review Act* to investigate public compiaints of abuse of authority by municipal and local police.

A registrar and two investigators assist the Commissioner in handling all complaints about municipal and local police performance that arise in the execution of police duties. LERA does not, however, investigate criminal matters. Such matters are referred to the Attorney General or a law enforcement agency.

The Act provides several ways to resolve complaints: informal resolution (mediation); admission of disciplinary default by the respondent police officer; or referral to a provincial court judge for public hearing and subsequent disposition.

During 2003/04, the office investigated 362 complaints. More information on LERA is available in the agency's annual report that is available in English and French on LERA's website at www.gov.mb.ca/justice/lera.

2 (g) Law Enforcement Review Agency

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	257.8	4.00	248.7	9.1	
Total Other Expenditures	66.5		61.8	4.7	

Office of the Chief Medical Examiner

The Office of the Chief Medical Examiner (OCME) investigates all violent, unexplained, unexpected, and suspicious deaths in Manitoba, under the authority of *The Fatality Inquiries Act* (FIA). The office is also responsible for investigating all children's deaths, and attempts to identify situations of risk. (Besides the inquiry required by FIA, if the deceased child or his/her parent or guardian was in receipt of services from a Child and Family Services Agency within one year of the death, the office reviews the actions of the agency involved and prepares a written report to the Minister of Family Services and Housing.) The office also handles all reports of unclaimed bodies in Manitoba under the authority of *The Anatomy Act*.

Under the FIA, certain deaths require mandatory inquests. The purpose of an inquest into a death is to make recommendations that will contribute to the safety and benefit of others by preventing similar deaths from occurring. When an inquest is not called, the Chief Medical Examiner may make recommendations to the minister, government departments or agencies and other persons as to possible precautions or measures to prevent a similar death.

The Lieutenant Governor in Council appoints Manitoba physicians as medical examiners. They have authority under the FIA to authorize autopsies without the consent of next-of-kin and recommend inquests as necessary. There are 52 medical examiners in Manitoba, 20 of whom are located in Winnipeg.

The OCME has a staff of 14, including six full-time investigators, and is assisted by two special investigators. During 2003/04, the office investigated and certified 1570 deaths, conducted 4418 inquiries, ordered 1115 autopsies and called four inquests. It opened 40 new cases and prepared 62 comprehensive reports, including cases from previous years for the Minister of Family Services and Housing concerning services received by deceased children and/or their family members. The office handled 64 reports of unclaimed bodies. Approximately 3,500 requests for information were received.

More information on the OCME is available in annual reports prepared by the office. One is a statistical report on deaths where action was taken under the FIA and the other is a report on deaths in custody. To obtain a copy of a report, please call the general office at (204) 945-2088 or toll free 1-800-282-8069.

2 (h) Office of the Chief Medical Examiner

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	717.9	14.00	723.6	(5.7)	
Total Other Expenditures	1,617.3		1,664.5	(47.2)	
Flin Flon Smelter Inquest	234.2		628.8	(394.6)	1

Explanation Number:
1. Inquest start delayed until January 2004.

Justice Initiatives Fund – Criminal Justice

This section lists Justice Initiative Fund (JIF) expenditures that flowed through Criminal Justice Division programs. Please see the Justice Initiatives Fund section of this report for more information on this fund as well as descriptions of the specific expenditures outlined below.

2 (j) Justice Initiatives Fund

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
First Nations Policing Policy: - MKO Regional Consultation	64.3		58.9	5.4	
Policing – Mb. Organized Crime Task Force	500.0		500.0		
New Directions for Children, Youth & Families	146.1		146.1		
Children On-line Protection Initiative (Cybertip-Line)	18.0		18.0		
Safer Schools Charter	25.0		25.0		
Lighthouses	455.9		469.4	(13.5)	
Crime Prevention	70.0		70.0		
Healthy Child Initiative	15.0		15.0		
Total	**1,294.3**		**1,302.4**	**(8.1)**	

Civil Justice

The Civil Justice area of the department is comprised of the Manitoba Human Rights Commission, the Manitoba Law Reform Commission, Family Law, Constitutional Law and Legal Aid Manitoba. Legislative Counsel, albeit a separate division of the department, is also a part of the Civil Justice appropriation.

Manitoba Human Rights Commission

The Manitoba Human Rights Commission is an independent agency of the Government of Manitoba that endeavours, under *The Human Rights Code*, to reduce unreasonable discrimination and promote social change leading to equality of opportunity. The Commission conciliates, mediates and investigates complaints of discrimination and promotes awareness of human rights through outreach activities and education programs, with a particular focus on youth.

A board of 10 Commissioners, appointed by the Lieutenant Governor in Council, establishes policies and determines the appropriate disposition of all complaints. Commission offices are located in Winnipeg, The Pas and Brandon.

The public contacted the Manitoba Human Rights Commission approximately 6,000 times during the calendar year. Moreover, the Commission disposed of 254 complaints. Of these, 51 per cent were settled (62 through pre-complaint conciliation), 26 per cent were dismissed, 20 per cent were withdrawn or abandoned and three per cent were terminated for other reasons (for example, the Board determined that further proceedings would not advance the objectives of the *Code*). When all the options noted above are combined and a time calculated, the average time to process a complaint in the 2003 calendar year was 101 days or 3.32 months.

Significant accomplishments of the Commission in 2003/04 included the updating of two public education programs – the Employment Seminar was revamped and the Sexual Harassment Workshop now includes a section on how to investigate harassment. Moreover, on November 21, 2003, the Commission held its third Annual Youth Awareness Conference, which was attended by students and teachers from across the province. Two new videos were added to the Commission's website. The first was highlights of the youth conference and the second was the winner of the conference's video contest.

More detailed information on the activities of the Manitoba Human Rights Commission is available in its separate annual report which may be obtained at any commission office or on the commission's bilingual website at www.gov.mb.ca/hrc.

3 (a) Manitoba Human Rights Commission

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	1,239.3	22.00	1,227.5	11.8	
Total Other Expenditures	490.3		458.0	32.3	

Legislative Counsel

This division is responsible for the preparation in English and French of all Manitoba statutes and regulations. Consisting of two branches, Legislative Counsel and Legal Translation, it is headed by the Legislative Counsel, who is an Assistant Deputy Minister and also the Law Officer of the Legislative Assembly.

This division is responsible for providing legal advice to all departments of government on the drafting of bills and regulations. It prepares final texts of all laws for publication and makes an up-to-date version available on the government's website at www.gov.mb.ca/chc/statpub. It ensures the Acts of the Legislature are up-to-date through the periodic review of the Continuing Consolidation of the Statutes of Manitoba.

Legal Translation

The Legal Translation Branch is responsible for providing a French language equivalent of all Acts and regulations and the rules of courts and administrative tribunals. The branch also ensures that all documents needed in the functioning of the Legislative Assembly are available in English and French. This includes preparation of the French version of the Orders of the Day and Votes and Proceedings of the Assembly, and rulings of the Speaker.

3 (b) Legislative Counsel

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	1,440.9	22.00	1,577.1	(136.2)	1
Total Other Expenditures	340.0		375.9	(35.9)	

Explanation Number:

1. Position vacancies and positions filled at levels lower than budgeted.

Manitoba Law Reform Commission

The Manitoba Law Reform Commission (MLRC) is an independent agency of the Government of Manitoba established by *The Law Reform Commission Act.* The Commission issues public reports regarding modernization and improvement to provincial laws.

The Commission is composed of five members appointed by the Lieutenant Governor in Council and is funded through grants from Manitoba Justice and the Manitoba Law Foundation.

In 2003/04, the MLRC issued a report on withholding or withdrawing life sustaining medical treatment. Projects under study at the end of 2003/04 included: private title insurance; substitute heath care decision making; and powers of attorney.

More information on the Manitoba Law Reform Commission, including its annual report as well as full and executive summary editions of recent publications, is available on the internet at www.gov.mb.ca/justice/mlrc.

3 (c) Manitoba Law Reform Commission

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Grants	70.0		70.0	0.0	

Family Law

The branch is responsible for the provision of ongoing family law legal services and advice to a number of government departments and programs, including the Maintenance Enforcement Program, Family Conciliation, the Director of Child and Family Support and three regional child protection agencies, Employment and Income Assistance and Vital Statistics. The branch is also responsible for the development of family law policy, programs and legislative initiatives at the provincial and national levels. Moreover, the branch works to increase awareness of family law initiatives and issues among the general public, the legal profession and law students.

More specifically, counsel provide Crown opinions/charging authorization in appropriate cases to law enforcement officials throughout Manitoba in parental child abduction cases, as well as dealing with international child abduction situations falling under The Hague *Convention on the Civil Aspects of International Child Abduction.* The branch also handles government responsibilities pursuant to *The Inter-jurisdictional Support Orders Act* that came into force on January 31, 2003.

The following are examples of some of the special projects in which the branch participated during 2003/04:

- participation in a four-person Canadian delegation to a May 2003 Special Commission in The Hague developing a new international convention on maintenance obligations;
- continued participation in the operation of the auto order system for Winnipeg maintenance enforcement show cause hearings;
- continued participation in monthly video show cause dockets from Thompson;
- continued work with Family Conciliation in providing comprehensive co-mediation services to parents;
- the conduct of regular show cause courts outside of Winnipeg on a monthly, bi-monthly or as needed basis;
- participation in initiatives to develop legislation, including *The Improved Enforcement of Support Payments (Various Acts Amended) Act* and *The Domestic Violence and Stalking Prevention, Protection and Compensation Amendment Act;*
- development of an update to the *Family Law in Manitoba, 2002* public information booklet, that is available in print and on the Justice website at www.gov.mb.ca/justice/family/familyindex.html; and
- development of materials respecting *The Common-Law Partners' Property and Related Amendments Act*, that are available in print and on the Justice website at www.gov.mb.ca/justice/family/familyindex.html.

The branch consists of a director, seven Crown counsel positions, three support staff positions and two of Manitoba Justice's articling students (on a rotational basis).

3 (d) Family Law

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	1,057.7	13.00	1,007.5	50.2	
Total Other Expenditures	149.3		127.2	22.1	

Constitutional Law

The Constitutional Law Branch is responsible for providing efficient and cost-effective legal services in constitutional matters for the Government of Manitoba. Branch lawyers defend legislation and government programs before the courts, in response to constitutional challenges in both civil and criminal cases. The branch also advises government departments on constitutional issues in proposed and existing legislation.

During 2003-04, the branch received 143 notices of constitutional challenge. A constitutional challenge means a law is being challenged in court to see if it violates or is inconsistent with the Constitution of Canada, including the *Canadian Charter of Rights and Freedoms*. Ninety-eight notices (70 per cent) related to criminal cases while 45 notices (30 per cent) related to constitutional challenges in civil claims against the Government of Manitoba represents a 52 per cent increase over last year.

Branch counsel appeared at all levels of court in Manitoba and in the Supreme Court of Canada during 2003/04. During the year, a number of the criminal cases related to police powers of investigation, impaired driving prosecutions and legal aid funding. Branch counsel also defended challenges to Manitoba's domestic violence and stalking law. Branch counsel also continued to provide support on an on-going basis to Crown attorneys, especially with respect to issues relating to unreasonable delay, abuse of process, disclosure, and organized crime prosecutions.

In 2003-04, branch counsel provided advice on the drafting of legislation. The branch also continued to provide constitutional advice throughout government on language rights as well as on Aboriginal and treaty rights.

3 (e) Constitutional Law

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	803.4	12.00	951.5	(148.1)	1
Total Other Expenditures	216.4		188.4	28.0	

Explanation Number:

1. Position vacancies and positions filled at levels lower than budgeted.

Legal Aid Manitoba

Legal Aid is committed to ensuring equal access to justice for Manitobans and provides legal services to individuals and organizations that cannot afford the services of a lawyer. Legal Aid provides three types of services -- drop-in advice and information, formal representation in all serious criminal and many family matters, and "duty counsel". Duty counsel provide legal representation in the early stages for all individuals, regardless of income, who are in custody or have been arrested or charged with an offence. The organization also has an outreach program, which works with seniors, youth, low-income groups and other organizations, and a separate Aboriginal Law Office.

Of 19,091 people who applied for legal aid in 2003/04, 14,530 were granted legal aid certificates and thus provided with legal services by a staff or private bar lawyer. In addition, 5,978 people were assisted through certificate equivalents (cases that come to staff legal aid lawyers through duty counsel work), 17,479 people were provided with informal advice and information and 31,520 people were assisted by duty counsel. Thus, the total number of people assisted during the year was 69,507.

The number of civil certificates issued in 2003/04 was 6,289 compared to the previous fiscal year of 7,823.

In November 2003, the Minister of Justice announced an independent review of Legal Aid Manitoba to determine the most appropriate means to deliver legal aid services with a greater reliance on staff lawyers. After undertaking a review of legal aid research, including reviews of other legal aid plans, conducting financial and statistical analyses and consulting widely, the reviewer delivered a final report, available on the internet at www.gov.mb.ca/justice/publications/Legal_Aid_Review_Final.pdf, to the Minister on March 15, 2004.

Detailed program, financial and statistical information is contained in the published Annual Report of the Legal Aid Services Society, available through any Legal Aid office.

Note: Figures shown for 2003/04 are unaudited.

3 (f) Legal Aid Manitoba

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	7,882.3	131.00	7,827.0	55.3	
Total Other Expenditures	10,641.3		9,445.0	1,196.3	1

Explanation Number:

1. Private Bar tariff increase affecting the average cost per case, multi-accused trial private bar defense and Legal Aid external review costs.

Corrections

As the largest division of the department, Manitoba Corrections contributes to the protection of society by the effective administration of sentences imposed by the courts, the humane care, control and reintegration of offenders into society, and the encouragement of active community participation in achieving these objectives.

Corrections' funding for 2003/04 was voted in three sub-appropriations: Corporate Services, Adult Correctional Services and Youth Correctional Services.

Corporate Services

The Corporate Services Branch provides leadership to the division in coordinating the integration of services to all branches of the division as well as strategic policy development, budget analysis and control, information system development and maintenance, co-ordination of chaplaincy and medical services, internal investigations, operational reviews and audits, training, program development, research and Aboriginal service development.

In 2003/04 the Corrections Division's priorities, and accomplishments for each priority, were as follows:

1. Continuum of Services to Offenders

   - Liaison committees involving community corrections offices and custody facilities continued to share offender planning, resources and programming delivery;
   - The division continued to be involved with community partnerships with Aboriginal and other agencies to deliver correctional programming; and
   - The Case Management Project continued to review and improve Corrections case management procedures.

2. Level of Services to Offenders Determined by Risk

   - Redevelopment planning got underway to increase the number of medium security beds;
   - A female-specific team continued to address medium and high risk female young offenders at 77A Redwood, in Winnipeg;
   - The Provincial Intensive Support and Supervision Program (ISSP) continued to be responsible for post custody and high risk youth;
   - The Community Alternative to Detention Program continued for remanded youth;
   - Community Corrections realigned services to adult offenders based on risk level; and
   - A new 'Level of Service Inventory' risk assessment tool was piloted at the Portage Correctional Centre.

3. Aboriginal Offender Services

   - Elder services were enhanced through additional appointments and increased program delivery participation;
   - Aboriginal cultural programming continued;
   - Community Corrections sub-offices were opened on First Nations communities;
   - Intervention programming was developed to target Aboriginal offenders; and
   - Pre-recruitment partnerships were formed with the Manitoba Metis Federation, Yellowquill College and Civil Service Commission for recruitment of Aboriginal staff.

4. Competency-Based Human Resource Services

   - Competency based training (Module 2) became operational and was delivered to staff at various correctional facilities;
   - Corrections competencies advisory team continues to meet on a regular basis;
   - Staff developmental plans were completed – 59 per cent of Corrections staff have had the benefit of at least one developmental discussion with their supervisors;
   - Behaviour based questions continued to be used in hiring/promotional boards; and
   - Role based competencies continued to be completed by project teams.

5. Encourage, Recognize and Support Staff

- Events were held to recognize and appreciate staff accomplishments throughout the division in a number of sites;
- Health and wellness committees were formed; and
- A Joint Labour/Management Supportive Employment Program was rolled out and made operational.

4 (a) Corporate Services

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	1,691.7	22.00	1,377.2	314.5	1
Total Other Expenditures	515.7		528.0	(12.3)	
Total Programs	93.5		199.4	(105.9)	2

Explanation Number:

1. *Staff training function centralized into Corporate Services and budgeted staff turnover levels did not materialize.*
2. *Unused portion of Probation devolution initiative funding in 2003/04.*

Adult Corrections

Adult Correctional Services manages adult offenders sentenced to less than two years[2] and remanded adult offenders. The branch also supports community justice measures and case manages offenders in the community and in custody.

Adult Correctional Services is responsible for the care and custody of adult offenders sentenced to prison for up to two years less a day, or detained in custody pending a court decision (which is known as remand custody) as well as providing services for offenders in custody to help them reintegrate into society. The branch operates seven correctional institutions: Milner Ridge Correctional Centre, Portage Correctional Centre for Women, The Pas Correctional Centre, Brandon Correctional Centre, Dauphin Correctional Centre, Headingley Correctional Centre and the Winnipeg Remand Centre.

Branch staff are also responsible for managing court orders involving offender supervision in the community, preparing court reports and providing community justice as an alternative to the formal court process. The provision of offender supervision in the community involves probation, conditional sentences, community service orders, fine option and behaviour intervention programming. Community justice approaches include mediation, conferencing, forums and community justice committees. Community Corrections Offices for adult offenders serving their sentences in the community are located in Winnipeg and a number of rural centres across Manitoba.

The following are highlighted measures of program volumes in 2003/04:

- The average monthly adult probation and conditional sentence supervision caseload size in 2003/04 decreased to 6,870 from 7,476 the previous year;
- Adult offender registrations in the fine option program decreased in 2003/04 to 966 from 1039 the previous year, while adult offender community service order registrations increased to 897 from 853 the previous year;
- The average daily adult custody population in Manitoba continued to increase in 2003/04 to 1231, from 1180 the previous year; and
- The percentage of the total provincial custody population in remand status (54 per cent) continued to exceed the percentage of sentenced offenders (46 per cent).

[2] Offenders sentenced to two years or more in custody become the responsibility of the federal government (Correctional Services Canada).

4 (b) Adult Corrections

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	60,070.4	994.77	58,506.0	1,564.4	1
Total Other Expenditures	10,486.6		9,959.7	526.9	2
Total Programs and External Agencies	1,634.0		1,841.5	(207.5)	3
Total Recoveries from Other Appropriation	(24.4)		(30.0)	5.6	

Explanation Number:

1. *Additional staffing requirements at the Winnipeg Remand Centre, Portage, Dauphin, Brandon and Headingley. Conversion of contract workers to hourly employees, staffing costs associated with the smoking ban, increased retirement vacation payments offset by staff savings at The Pas, Egg Lake and Ridge Point.*
2. *Additional operating costs associated with high inmate population levels, staff redeployments from custody to community operations, and additional supervision of inmates requiring medical treatment.*
3. *Conversion of contracts to employee status for community participation agreements, decrease in adult supervision requirements and reduction in the use of adult custody halfway houses for low risk inmates.*

Youth Corrections

The Youth Correctional Services Branch is responsible for the care and custody of youth sentenced to custody or detained in custody pending a court decision, as well as services for custody youth to help them reintegrate into society. The branch operates custody programs at the Manitoba Youth Centre in Winnipeg and the Agassiz Youth Centre in Portage la Prairie and a range of open custody homes in the community. These homes closely monitor the actions and whereabouts of young persons, but the residents are allowed to leave the facility for reasons such as attending school.

Branch staff are also responsible for managing court orders involving youth community supervision, preparing court reports and providing community justice as an alternative to the formal court process. Provision of offender supervision in the community involves probation, community service orders, fine option, the Intensive Support and Supervision Program, the Youth Bail Management Program and behaviour intervention programming. Community justice approaches include mediation, conferencing, forums and community justice committees. Community Corrections Offices, which provide support for young offenders serving their sentences in the community as well as young people who have been referred to community justice, are located in Winnipeg and a number of rural centres across Manitoba.

The following are highlighted measures of program volumes in 2003/04:

- The average youth probation supervision caseload size in 2003/04 decreased to 1612 from 2004 the previous year;
- Young offender registrations in the fine option program decreased in 2003 to 267 from 302 the previous year, while young offender community service order registrations increased to 840 from 774 the previous year;
- There were approximately 60 youth justice committees operating across the province during 2003/04 and more than 500 volunteer committee members administered community justice (extra-judicial) measures and provided crime prevention and community education services in their communities; and
- The average daily youth custody population in Manitoba decreased to 185 in 2003/04 from 257 the previous year. This can be attributed in part to the newly enacted federal *Youth Criminal Justice Act* in April 2003, coupled with the intense programming and justice initiatives of the Youth Corrections Branch.

Note: In addition to the youth justice committees, the Youth Correctional Services Branch has other volunteers assisting in delivering correctional services in the community and in youth custody facilities. These activities include tutoring, bail supervision and other services.

4 (c) Youth Corrections

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	19,803.7	333.53	19,962.8	(159.1)	1
Total Other Expenditures	2,085.4		2,166.4	(81.0)	
Total Programs and External Agencies	846.1		1,065.5	(219.4)	2

Explanation Number:

1. *Reduced staff utilization due to low youth population at Agassiz Youth Centre offset by staff medical redeployments at Manitoba Youth Centre.*
2. *Youth Criminal Justice Act program surplus and reduction in open custody home requirements.*

Justice Initiatives Fund – Corrections

This section lists Justice Initiative Fund expenditures that flowed through Corrections Division programs. Please see the Justice Initiatives Fund section of this report for more information on this fund as well as descriptions of the specific expenditures outlined below.

4 (d) Justice Initiatives Fund

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Justice Committees – Additional support	16.0		16.0		
Onashowewin - Aboriginal Council of Winnipeg (ACW)/Southern Chiefs Organization (SCO)	250.0		250.0		
AJIC- Probation Devolution	356.5		356.5		
Total	**622.5**		**622.5**		

Courts

The Courts Division is responsible for the effective and efficient delivery of court services throughout the province. This includes criminal, family, civil, summary conviction courts, court security and operational support. These services are provided through the division's five branches -- Court Services, Winnipeg Courts, Regional Courts, Judicial Services and Sheriff Services -- to three levels of court: The Court of Appeal, The Court of Queen's Bench and The Provincial Court.

The division also provides for the Maintenance Enforcement Program and the Aboriginal Court Work Program. The Maintenance Enforcement Program (MEP) enforces court orders and separation agreements that require payment of family support. If necessary, collection action to secure family support may include a garnishing order, a summons, seizure of personal property or property liens. The Aboriginal Court Work Program assists Aboriginal people to develop a better understanding of their rights and obligations in the criminal justice system. The court worker explains the court process, the nature of the charges and possible outcomes, assists in obtaining a lawyer for the accused and may also provide assistance and support in court.

The Board of Review also forms part of the Courts Division. The board is an independent panel established under the *Criminal Code* to deal with persons who are charged with a criminal offence but who have been found unfit to stand trial, or have been found not criminally responsible because of a mental disorder.

The division undertook a number of new initiatives in 2003/04, as described below.

The Domestic Violence Front End Pilot Project

Under direction of the Chief Judge of the Provincial Court, the Domestic Violence Front End Pilot Project was introduced to improve the efficiency of the "front end" of the court system. This includes the processing of criminal charges from first appearance to plea. A courts working committee was formed that included the Chief Judge, provincial judges, senior court personnel and representatives from Prosecutions, Probation Services, Women's Advocacy, Winnipeg Courts, Judicial Services and Sheriff Services. The objectives of the project are to reduce the current Provincial Court backlog and the excessive cost of transporting accused being held in custody. To achieve these objectives, three pre-trial coordinators were assigned to ensure that specific administrative matters are completed within agreed upon timelines and that movement of accused who are held in custody occurs only when necessary. The first phase of the project began December 1, 2003 for in custody accused charged with domestic violence offences. The second phase began March 1, 2004 with those accused of domestic violence offences who were not in custody.

Urban Circle Training Initiative

The division has been working with Urban Circle Training Inc. representatives to develop and create a specialized administrative/clerical training plan, including classroom training and a work experience component. The goal of this initiative is to successfully train two Aboriginal students from Urban Circle and provide them with the skills and abilities to successfully compete for Provincial Court positions.

First Nations Justice Strategy and Courts Division Initiative

This initiative of the First Nations Justice Strategy and Courts Division involves justice workers with Manitoba Keewatinowi Okimakanak (MKO) from the Northern Manitoba communities of Cross Lake, Oxford House and Gods Lake Narrows. The workers from these communities received training in providing bail supervision and using video phones so the accused in these communities and a distant magistrate can have visual contact. As a result, the expense of having to fly some of the accused to a court office in Thompson is reduced and the home community is now involved in providing community based support for accused persons. The video phones in these communities are also providing a link for parents to have visual contact with their children located in Agassiz Youth Centre and the Manitoba Youth Centre. A further use of the video phones is holding court in these three communities when weather conditions prevent court party travel.

The following are highlights of ongoing division-wide initiatives in 2003/04:

- The City of Winnipeg's implementation of the Image Capturing Enforcement System (ICES), commonly known as photo radar, required the Provincial Court to process 170,993 tickets in 2003/04;

- The Vehicle Impoundment Registry, which maintains records of all vehicles impounded in Manitoba, was expanded by adding a forfeiture component;
- The implementation of Digital Audio Recording technology in the courtroom has been effective in the court locations where it is being used – Winnipeg and Flin Flon, particularly for the Hudson Bay Mining and Smelting Inquest;
- Standard wording for common conditions in adult bail court orders was implemented on a manual basis across the province;
- New civil and criminal rules came into force in the Court of Appeal in July 2003;
- Access to the computerized Court Registry System (which manages and facilitates the monitoring of Queen's Bench and Court of Appeal files) was expanded to the City of Thompson;
- The Fine Collection Unit reported that in 2003/04, 301 collection actions (which include garnishing wages and bank accounts and seizing personal property) were taken against persons to satisfy their unpaid fines, and overall in 2003/04, this program area recovered a total of $3.4 million in unpaid fines (in addition to voluntary payments collected by Winnipeg Courts and Regional Courts);
- Flin Flon gained video access to other court centres, including Winnipeg, Thompson and Brandon;
- The Criminal Courts Automated Information Network (CCAIN) was upgraded to simplify screens, increase the speed and accuracy of data entry, and add new fields to collect YCJA information;
- The case management of separation and divorce matters in the Family Division of the Court of Queen's Bench in Winnipeg was strengthened with an enhanced computer system; and
- On April 1, 2003, a further five year federal Child Centred Family Justice Fund (CCFJ) was implemented to provide financial assistance to provincial/territorial family law services.

Court Services

This branch provides Winnipeg Courts, Regional Courts, Judicial Services and Sheriff Services with specialized expertise in administration, financial management, governance, project reviews, management information systems and facilities design and usage.

During the 2003/04 year, the branch can highlight the following accomplishments:

- The Maintenance Enforcement Program processed $47.8 million in maintenance payments and a total of $3.3 million was directed to the Minister of Finance to offset social allowance costs; and
- The Accounting and Revenue Unit, responsible for the collection of outstanding fines and bail estreatals[3], collected and distributed over 1,003 restitution accounts and over 486 bail accounts. As a result, approximately $8.4 million in fine and fee revenue and $5.8 million for the suitor's trust account (monies collected and dispersed under the garnishment of wages) were collected province-wide.

5 (a) Court Services

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	4,155.4	88.00	4,094.5	60.9	
Total Other Expenditures	1,269.5		1,489.4	(219.9)	1

Explanation:

1. Surplus in fine collection commissions paid to agencies due to a low recovery rate for unpaid fines.

[3] Bail estretal refers to the process of forfeiting a recognizance or bond if the conditions of bail, for which the recognizance was originally issued, are not met.

Winnipeg Courts

The Winnipeg Courts Branch provides operational and administrative support to efficiently process all matters in the Provincial Court (adult, youth and family), Court of Queen's Bench (civil, criminal and family) and Court of Appeal. Services are also provided to 12 circuit court locations outside Winnipeg.

During the 2003/04 year, the branch can highlight the following accomplishments and measures of workload:

- In the Court of Appeal, 64 per cent of criminal cases were dealt with from the filing of an appeal to the judgment within a three to six month period while 60 per cent of civil cases were dealt with within a six to nine month period;
- The Winnipeg and St. Boniface Queen's Bench centres opened over 17,800 new files, and filed and added over 175,000 documents to the Court Registry System in the calendar year 2003;
- The Provincial Court processed approximately 63,000 new charges[4] (youth and adult) at 408 York Avenue, 170 Doncaster Street (Manitoba Youth Centre) and 227 Provencher Boulevard (French hearings);
- Summary Conviction Court processed approximately 265,364 new violations (tickets) from various issuing agencies throughout Manitoba, a total comprised of 94,371 regular Common Offence Notices[5] (CON tickets) and 170,993 ICES (photo radar) tickets; the total receipts collected was approximately $21.4 million (which includes fines, costs, surcharge collected on behalf of the province and various municipalities);
- The Transcription Services Unit transcribed over 143,855 pages of court proceedings, representing approximately 2,997 transcripts completed within 20 days of the receipt of the request;
- The Board of Review sat on 28 days and held 88 hearings for patients under the jurisdiction of the board; and as of March 31, 2004, 78 patients remained under the board's jurisdiction; and
- The Vehicle Impoundment Registry maintained records for approximately 3,500 vehicles seized annually as a result of persons driving while suspended, prohibited, blood alcohol content over .08, refusing a breathalyzer or committing prostitution related offences.

5 (b) Winnipeg Courts

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	6,410.4	149.25	6,295.7	114.7	
Total Other Expenditures	1,434.1		1,252.2	181.9	1

Explanation:

1. *Administrative costs associated with photo enforcement volume increases and additional legal fees and record storage costs.*

Regional Courts

Regional Courts is the branch that provides operational and administrative support to efficiently manage and process all matters in the Provincial Court (adult, youth and family) and the Court of Queen's Bench (civil, criminal and family) outside Winnipeg. The Regional Courts structure provides decentralized court services in two regions with the regional centres located in Thompson and Brandon. Services are provided in 13 court offices in 12 communities, serving 40 circuit court locations.

During the 2003/04 year, the branch can highlight the following accomplishments and measures of workload:

- Branch staff managed the administration and courtroom support for 20,806 youth and adult charges;
- A total of 31,513 CON tickets were processed for various provincial statute offences;

[4] While Prosecutions opened 46,016 files in 2003, in 2003/04 The Provincial Court processed approximately 63,000 new adult and youth charges. The primary reason for the difference is that Prosecutions Division statistics relate to "files", while Courts Division statistics relate to "charges". Prosecutions can have one file that encompasses a series of charges relating to one incident. As well, Prosecutions statistics do not include any federal offences (such as the *Controlled Drugs and Substances Act* and the *Immigration and Refugee Protection Act*) or charges laid as private prosecutions.

[5] CON tickets refer to provincial statute offences, Manitoba Regulations and Federal Regulations covered in the *Contraventions Act*, and various other municipal by-law offences.

- Staff magistrates conducted 397 impoundment hearings, heard 182 protection order applications, heard 749 bail hearings (of which 119 were contested), issued 237 search warrants and dealt with 66 *Mental Health Act* applications; and
- The Regional Court of Queen's Bench Registry processed 22,758 documents filed by law firms and the general public.

5 (c) Regional Courts

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	3,824.4	77.08	3,746.7	77.7	
Total Other Expenditures	1,951.6		1,915.4	36.2	

Judicial Services

Judicial Services is the branch that provides support to the Judiciary in the Court of Appeal, the Court of Queen's Bench and the Provincial Court. The branch facilitates the effective operation of the courts by acting as a liaison between the judicial branch of government, the executive branch of government, the public and the legal profession. Judicial services are offered in communities throughout Manitoba.

Under the direction of the Chief Justice of the Court of Queen's Bench and the Chief Judge of the Provincial Court, all appearances on criminal, civil and family matters before the courts are scheduled by co-ordinators to ensure effective judicial and courtroom utilization. This process helps to minimize unnecessary delays through the co-ordination and assignment of court matters to courtrooms and/or chambers for over 80 judges and masters in Winnipeg and regional locations.

Over 160 magistrates and justices of the peace provide judicial services in 14 court locations and 60 communities under the judicial direction of the Chief Judge of the Provincial Court. Five hearing officers in the Court of Queen's Bench hear small claims and maintenance enforcement screening court matters in 18 locations throughout Manitoba.

In 2003/04, ongoing educational programs were provided to all magistrates and justices of the peace through the Judicial Services Training Office under the direction of the Chief Judge of the Provincial Court. In addition, a project manager coordinated, with the guidance of internal and external working groups, the development and implementation of family law services funded through the Child Centred Family Justice Strategy.

More information on The Provincial Court in Manitoba is available in the court's annual report, which is available on the Manitoba Courts website at www.manitobacourts.mb.ca.

5 (d) Judicial Services

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	11,723.7	125.25	11,609.7	114.0	
Total Other Expenditures	1,650.9		1,502.8	148.1	1

Explanation:

1. *Increased spending on the Child Centered Family Justice Fund federally funded program, swearing-in ceremonies for judges and masters and judicial compensation legal costs.*

Sheriff Services

Sheriff Services is comprised of Winnipeg Sheriff Services and Regional Sheriff Services.

Winnipeg Sheriff Services is responsible for the security of 53 courtrooms in the Winnipeg Law Courts Complex and the provision of security at eight circuit court locations as required. A perimeter security system is operated at the Winnipeg Law Courts Complex preventing access of weapons and other contraband into the facility. Sheriff Services transports all institutionalized prisoners to court from the various federal and provincial correctional facilities in Manitoba. Sheriff Services also enforces all writs of seizure and sale, conducts evictions, arrests individuals on civil warrants and serves various summonses, subpoenas, protection orders and other court directed documents. The organization is also responsible for the operation of the jury management system ensuring adequate jurors are available to meet the needs of the Court of Queen's Bench's criminal and civil trials.

Regional Sheriff Services has five regional offices located at Portage la Prairie, Brandon, Dauphin, The Pas and Thompson. The regional offices are staffed by 23 full-time and 33 part-time officers.

During the 2003/04 year, the branch can highlight the following accomplishments and measures of workload:

- Winnipeg sheriffs transported more than 12,000 prisoners to court, traveled 500,238 kilometers by road and 20,415 kilometers by air into remote circuit court locations;
- Regional sheriffs transported 13,337 prisoners to court, traveled 899,304 kilometers by road and 150,453 kilometers by air;
- Winnipeg Jury Management managed 25 jury trials and issued 10,150 jury summonses;
- Five jury trials were held in the regions requiring the issuance of 2,870 jury summonses;
- Sheriff officers scanned over 500,000 individuals entering the Winnipeg Law Courts Complex;
- Seventy-seven officers were trained in areas of recruit training, basic control tactics, use of force and pepper spray/collapsible baton re-certification;
- The Winnipeg Writ Enforcement and Document Services Section served over 3,356 subpoenas and other legal documents, over 180 protection orders and 76 applications to set aside protection orders, for a total of approximately 3,612 services;
- Regional Sheriffs served over 1,100 summonses/subpoenas;
- Winnipeg Sheriffs issued a total of 4,320 Sheriffs' certificates and executed 256 writs, enforcement orders and distress warrants; as a result, $157,152.78 in revenue was deposited into the consolidated fund;
- Regional Sheriffs generated $22,660 in revenue by executing 63 writs of seizure and sale (plus other court orders) and also issuing 63 Sheriffs' certificates;
- Sheriff Services conducted an extensive study on the use of slide-in prisoner cages for use in transport vans with the emphasis placed on safety/security and cost effectiveness; and
- The Front End Project in Winnipeg Courts has been successful in reducing the number of prisoners transported to Winnipeg on a daily basis.

5 (e) Sheriff Services

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Total Salaries	5,230.3	94.47	4,980.1	250.2	1
Total Other Expenditures	1,542.6		1,553.5	(10.9)	

Explanation:

1. *Increased staffing costs for inmate escorts, court security, document services and multi-accused trial.*

Justice Initiatives Fund – Courts

This section lists Justice Initiative Fund expenditures that flowed through Courts Division programs. Please see the Justice Initiatives Fund section of this report for more information on this fund as well as descriptions of the specific expenditures outlined below.

5 (f) Justice Initiatives Fund

Expenditures by Sub-Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Interlake Reserves Peacemakers Project	30.1		43.9	(13.8)	
National Aboriginal & Diversity Law Enforcement Conference	20.0		20.0		
Videophone Communication Link-The Pas/Thompson	10.0		10.5	(.5)	
St. Theresa Point Youth Court- Accommodations	20.0		20.0		
Total	**80.1**		**94.4**	**(14.3)**	

Amortization of Capital Assets

Manitoba Justice's inventory of capital assets includes machinery, equipment and information systems. The department is required to amortize its assets, which is a gradual write-off of the initial cost of the asset over its useful life.

Major capital assets requiring amortization in 2003/04 included Desktop Services, SAP Support and Government Air.

- Desktop Services refers to amortization of the capital cost of acquiring desktop computer equipment for use in Manitoba Justice.

- SAP Support (formerly known as Better Methods) refers to the protection, maintenance and enhancement of the Government of Manitoba's SAP software. Introduced in 1999, SAP (Systems, Applications and Products in Data Processing) is the integrated management software Manitoba uses to support business and administrative requirements on an enterprise-wide basis. SAP software is used by many staff in the department and as a result Manitoba Justice is required to pay a share of overall government amortization costs for the system.

- Government Air refers to the department's contribution (based on usage) to amortization of the province's fleet of aircrafts, used primarily by justice personnel for court party travel.

The amortization of existing assets is provided as of March 31, 2004. An interest expense is also applied to the use of capital funds.

04-6 Amortization of Capital Assets

Expenditures by Main Appropriation	Actual 2003/04 $	Estimate 2003/04 FTE	Estimate 2003/04 $	Variance Over (Under)	Expl. No.
Desktop Services	675.6		675.7	(.1)	
SAP Support	340.0		340.0		
Government Air	86.4		86.4		
Interest Expense	241.4		241.9	(.5)	
Existing Assets Inventory at March 31, 2004	90.7		90.7		
Total	**1,434.1**		**1,434.7**	**(.6)**	

Manitoba Justice

Reconciliation Statement
of Printed Vote

DETAILS	2003/04 ESTIMATES
2003/04 MAIN ESTIMATES	**$254,114.2**
MAIN ESTIMATES AUTHORITY TRANSFERRED FROM:	
- Justice Initiatives	2,019.3
- Internal Reform, Workforce Adjustment and General Salary Increases	4,086.1
2003/04 ESTIMATE	**$260,219.6**

Department of Justice

Expenditure Summary

for the fiscal year ended March 31, 2004 with comparative figures for the previous year

2003-04 Estimate	Appropriation	2003-04 Actual	2002/03 Actual	Increase (Decrease)	Variance Expl. No.
	04-1 Administration & Finance				
29.0	(a) Minister's Salary	28.8	28.3	0.5	
	(b) Executive Support				
544.4	Salaries	550.5	534.5	16.0	
99.6	Other Expenditures	127.0	114.8	12.2	
	(c) Policy Development and Analysis				
310.8	Salaries	306.0	242.8	63.2	1
113.5	Other Expenditures	106.9	127.1	(20.2)	
	(d) Financial & Administrative Services				
991.3	Salaries	988.6	880.1	108.5	2
317.3	Other Expenditures	367.9	348.3	19.6	
	(e) Human Resource Services				
1,029.9	Salaries	1,009.4	932.4	77.0	
169.7	Other Expenditures	185.8	185.4	0.4	
	(f) Computer Services				
1,547.8	Salaries	1,494.9	1,177.8	317.1	3
462.8	Other Expenditures	507.2	642.9	(135.7)	4
5,616.1	**Subtotal 04-1**	**5,673.0**	**5,214.4**	**458.6**	

1. *Policy analyst position filled below 2002/03 budget and one vacant position filled in the third quarter of 2002/03.*
2. *General salary increase and two positions remained vacant for most of the 2002/03 fiscal year.*
3. *Year-over-year reduction in salary transfers to capital projects, general salary increase, vacant positions in Crime Victim Rights program expansion filled in 2003/04, offset by Youth Criminal Justice Act implementation non-recurring costs in 2003/04.*
4. *Training costs and Youth Criminal Justice Act implementation costs in 2002/03 were non-recurring in 2003/04.*

Department of Justice

Expenditure Summary

for the fiscal year ended March 31, 2004 with comparative figures for the previous year

2003-04 Estimate	Appropriation	2003-04 Actual	2002/03 Actual	Increase (Decrease)	Variance Expl. No.
	04-2 Criminal Justice				
	(a) Administration				
242.3	Salaries	231.6	203.6	28.0	
38.5	Other Expenditures	26.6	27.7	(1.1)	
	(b) Prosecutions				
11,268.8	Salaries	11,591.9	9,952.6	1,639.3	5
2,948.0	Other Expenditures	2,978.7	2,818.3	160.4	6
663.5	Witness Programs	936.0	720.5	215.5	7
69,100.7	(c) Provincial Policing	68,844.5	64,252.5	4,592.0	8
	(d) Aboriginal and Community Law Enforcement				
428.7	Salaries	311.5	433.1	(121.6)	9
157.7	Other Expenditures	164.1	139.0	25.1	
	(e) Public Safety				
1,895.9	Salaries	1,792.5	1,544.8	247.7	10
586.4	Other Expenditures	479.7	435.1	44.6	
190.0	Grants	155.7	160.9	(5.2)	
	(f) Compensation for Victims of Crime				
3,130.0	Other Expenditures	3,126.6	3,182.6	(56.0)	
(100.0)	Reduction in Actuarial Liability	(427.9)	(722.0)	294.1	11

5. *New and vacant positions filled in 2003/04, general and indirect salary increases, multi-accused trial costs, and Youth Criminal Justice Act implementation.*
6. *Judicial review of potential wrongful conviction in the Driskell case, multi-accused trial costs and Youth Criminal Justice Act implementation.*
7. *Protected witness costs for multi-accused trial and testimony transcription cost increases.*
8. *Year-over-year increase in policing salaries, operating and maintenance, net year-over-year reduction in PPSA reconciliation credit due to $1.8 million provided in 2002/03 for a pension adjustment and a credit for aging aircraft, and a year-over-year increase for DOPS policing.*
9. *Director acting in Assistant Deputy Minister position in Criminal Justice Administration for 2003/04 and non-recurring seconded position salary and retirement payment in 2002/03.*
10. *Vacant positions in Women's Advocacy Program filled in 2003/04, general salary increase, return of individual from long-term sick leave and a new position filled in the Public Safety Investigation Unit.*
11. *Year-over-year reduction in the long-term liability was greater in 2002/03 when there was a significant decline in the female pension category due to the passing of young pensioner and no significant increase in lump sum impairment awards.*

Department of Justice

Expenditure Summary

for the fiscal year ended March 31, 2004 with comparative figures for the previous year

2003-04 Estimate	Appropriation	2003-04 Actual	2002/03 Actual	Increase (Decrease)	Variance Expl. No.
	(g) Law Enforcement Review Agency				
248.7	Salaries	257.8	228.4	29.4	
61.8	Other Expenditures	66.5	61.1	5.4	
	(h) Office of the Chief Medical Examiner				
723.6	Salaries	717.9	774.0	(56.1)	
1,664.5	Other Expenditures	1,617.3	1,527.2	90.1	
628.8	Inquest - Flin Flon Smelter	234.2	107.5	126.7	12
1,302.4	(m) Justice Initiatives	1,294.3	846.6	447.7	13
95,180.3	**Subtotal 04-2**	**94,399.5**	**86,693.5**	**7,706.0**	

12. *Inquest did not commence until January 2004. Initial start-up costs expensed in 2002/03.*
13. *Manitoba Organized Crime Task Force new initiative in 2003/04, increase in Crime Prevention grants and 5 new Lighthouse sites in 2003/04 offset by non-recurring funding for Mediation Services CP1879, Westman Regional Tribal Council and Seniors Home Safety & Security Program.*

Department of Justice

Expenditure Summary

for the fiscal year ended March 31, 2004 with comparative figures for the previous year

2003-04 Estimate	Appropriation	2003-04 Actual	2002/03 Actual	Increase (Decrease)	Variance Expl. No.
	04-3 Civil Justice				
	(a) Manitoba Human Rights Commission				
1,227.5	Salaries	1,239.3	1,230.5	8.8	
458.0	Other Expenditures	490.3	427.8	62.5	
	(b) Legislative Counsel				
1,577.1	Salaries	1,440.9	1,401.8	39.1	
375.9	Other Expenditures	340.0	366.0	(26.0)	
70.0	(c) Grant to Manitoba Law Reform Commission	70.0	60.0	10.0	
	(d) Family Law				
1,007.5	Salaries	1,057.7	878.8	178.9	14
127.2	Other Expenditures	149.3	142.6	6.7	
	(e) Constitutional Law				
951.5	Salaries	803.4	757.7	45.7	
188.4	Other Expenditures	216.4	195.2	21.2	
	(f) Legal Aid Manitoba				
7,827.0	Salaries	7,882.3	7,590.1	292.2	15
9,445.0	Other Expenditures	10,641.3	8,501.3	2,140.0	16
23,255.1	**Subtotal 04-3**	**24,330.9**	**21,551.8**	**2,779.1**	

14. *Director on a 6-month unpaid leave in 2002/03 and Child Centered Family Justice Fund (family matters) budget was transferred to Family Law from Courts in 2003/04.*
15. *General salary increase and the addition of four new legal positions that were filled later in 2003/04.*
16. *Increased payments to the Private bar related to tariff and volume and 2003/04 multi-accused trial costs.*

Department of Justice

Expenditure Summary

for the fiscal year ended March 31, 2004 with comparative figures for the previous year

2003-04 Estimate	Appropriation	2003-04 Actual	2002/03 Actual	Increase (Decrease)	Variance Expl. No.
	04-4 Corrections				
	(a) Corporate Services				
1,377.2	Salaries	1,691.7	1,324.7	367.0	17
528.0	Other Expenditures	515.7	626.6	(110.9)	18
199.4	Programs	93.5	243.5	(150.0)	19
	(b) Adult Corrections				
58,506.0	Salaries	60,070.4	55,538.6	4,531.8	20
9,959.7	Other Expenditures	10,486.6	10,124.7	361.9	21
1,841.5	Programs and External Agencies	1,634.0	1,797.9	(163.9)	22
(30.0)	Recoveries from Other Appropriations	(24.4)	(29.5)	5.1	
	(c) Youth Corrections				
19,962.8	Salaries	19,803.7	19,115.3	688.4	23
2,166.4	Other Expenditures	2,085.4	2,170.5	(85.1)	
1,065.5	Programs and External Agencies	846.1	881.3	(35.2)	
622.5	(d) Justice Initiatives	622.5	279.8	342.7	24
96,199.0	**Subtotal 04-4**	**97,825.2**	**92,073.4**	**5,751.8**	

17. *Centralization of the staff training function into Corporate Services and salaries for new Comptroller, Director of Corporate Services and Assistant Deputy Minister Advisor positions.*
18. *Reduction in requirements for professional services, desktop support and employee training.*
19. *Year-over-year reduction in program funding utilized for the Probation Devolution Initiative.*
20. *General salary increases, increased backfills for vacation and sick leaves, community contract employees transferred to payroll on January 1, 2003, higher inmate population levels and additional staffing for implementation of a smoking ban.*
21. *Increased operating costs due to higher inmate population levels and year-over-year increase in minor capital expenditures offset by a reduction in protection and policing and other supplies and services.*
22. *Conversion of contracts to employee status for Community Participation agreements and a decrease in the number of adults under supervision.*
23. *General salary increases, increased staff costs in youth community services, offset by a reduction in staffing requirements at Agassiz Youth Centre due to lower inmate population.*
24. *Annualized funding for Onashowewin in 2003/04 and increased funding for the Probation Devolution Initiative due to development of an implementation plan.*

Department of Justice

Expenditure Summary

for the fiscal year ended March 31, 2004 with comparative figures for the previous year

2003-04 Estimate	Appropriation	2003-04 Actual	2002/03 Actual	Increase (Decrease)	Variance Expl. No.
	04-5 Courts				
	(a) Court Services				
4,094.5	Salaries	4,155.4	3,855.9	299.5	25
1,489.4	Other Expenditures	1,269.5	1,197.5	72.0	
	(b) Winnipeg Courts				
6,295.7	Salaries	6,410.4	5,926.0	484.4	26
1,252.2	Other Expenditures	1,434.1	1,466.8	(32.7)	
	(c) Regional Courts				
3,746.7	Salaries	3,824.4	3,459.0	365.4	27
1,915.4	Other Expenditures	1,951.6	1,942.3	9.3	
	(d) Judicial Services				
11,609.7	Salaries	11,723.7	10,894.0	829.7	28
1,502.8	Other Expenditures	1,650.9	1,821.8	(170.9)	29
	(e) Sheriff Services				
4,980.1	Salaries	5,230.3	4,905.1	325.2	30
1,553.5	Other Expenditures	1,542.6	1,637.0	(94.4)	
94.4	(f) Justice Initiatives	80.1	64.6	15.5	
38,534.4	**Subtotal 04-5**	**39,273.0**	**37,170.0**	**2,103.0**	
1,434.7	**04-6 Amortization and Other Capital Asset Costs**	**1,434.1**	**1,879.8**	**(445.7)**	31
260,219.6	**TOTAL EXPENDITURES**	**262,935.7**	**244,582.9**	**18,352.8**	

25. *General salary increase and new positions for photo enforcement, vehicle forfeiture and revenue collection initiatives filled in 2003/04.*
26. *General salary increase, photo enforcement staffing costs - start-up in December/02 and employee benefits increase.*
27. *Vacant positions filled in 2003/04, general salary increase, Contraventions Act salary costs to provide French language ticket adjudication, and additional retirement severance and vacation payments.*
28. *Judges and Masters compensation payments and vacant Judges and Masters positions filled in 2003/04, offset by the transfer of Child Centered Family Justice Fund budget re: family matters to the Family Law unit.*
29. *Reduction in costs associated with judicial inquiries, determining judicial compensation, desktop (lease buyouts), communication and training expenditures.*
30. *General salary increase and additional sick leave and vacation replacements and Document Services staffing requirements in 2003/04.*
31. *Decrease in amortization expense for hardware and enterprise software consistent with those costs capitalized under the original desktop management initiative.*

Department of Justice

Expenditure Summary

for the fiscal year ended March 31, 2004 with comparative figures for the previous year

2003-04 Estimate		Appropriation	2003-04 Actual	2002/03 Actual	Increase (Decrease)	Variance Expl. No.
		Department Summary 04 by Main Appropriation				
5,616.1	(1)	Administration & Finance	5,673.0	5,214.4	458.6	
95,180.3	(2)	Criminal Justice	94,399.5	86,693.5	7,706.0	
23,255.1	(3)	Civil Justice	24,330.9	21,551.8	2,779.1	
96,199.0	(4)	Corrections	97,825.2	92,073.4	5,751.8	
38,534.4	(5)	Courts	39,273.0	37,170.0	2,103.0	
1,434.7	(6)	Amortization of Capital Assets	1,434.1	1,879.8	(445.7)	
260,219.6		**Total**	**262,935.7**	**244,582.9**	**18,352.8**	

Department of Justice

Revenue Summary by Source

for the fiscal year ending March 31, 2003 with comparative figures for the previous year

Actual 2002/03	Actual 2003/04	Increase (Decrease)	Source	Actual 2003/04	Estimate 2003/04	Variance	Explanation Number
			OTHER REVENUE				
1,998.9	2,348.8	349.9	(a) Cost Recovery from Municipalities	2,348.8	2,059.7	289.1	1
1,172.2	3,116.2	1,944.0	(b) Cost Recovery from Victims Assistance Fund	3,116.2	1,301.1	1,815.1	2
8,606.0	12,808.8	4,202.8	(c) Fines and Costs	12,808.8	11,534.6	1,274.2	3
5,521.2	5,730.0	208.8	(d) Law Fees	5,730.0	5,562.0	168.0	
(62.0)	6.5	68.5	(e) Escheats to the Crown	6.5	50.0	(43.5)	4
479.8	491.6	11.8	(f) Winnipeg Remand Centre Cost Recovery	491.6	479.8	11.8	
1,475.3	1,484.5	9.2	(g) Sundry	1,484.5	1,545.9	(61.4)	
19,191.4	**25,986.4**	**6,795.0**	**Sub-Total**	**25,986.4**	**22,533.1**	**3,453.3**	
			GOVERNMENT OF CANADA				
3,475.6	3,629.4	153.8	(b) Legal Aid Agreement	3,629.4	3,881.2	(251.8)	5
381.7	454.2	72.5	(c) Child Centered Family Justice Fund	454.2	175.4	278.8	6
391.7	444.6	52.9	(d) Aboriginal Court Worker Program	444.6	327.2	117.4	7
608.0	432.7	(175.3)	(e) Special Projects	432.7	229.3	203.4	8
7,188.2	7,151.2	(37.0)	(f) Young Offenders Agreement	7,151.2	7,151.2	0.0	
12,045.2	**12,112.1**	**66.9**	**Sub-Total**	**12,112.1**	**11,764.3**	**347.8**	
31,236.6	**38,098.5**	**6,861.9**	**TOTAL DEPARTMENTAL REVENUE**	**38,098.5**	**34,297.4**	**3,801.1**	

Explanation Number:

1. ***Cost Recovery from Municipalities - $289.1 Over Estimate and $349.9 Over 2002/03 Actual***
   Cost recovery billing rate increased due to an increase in RCMP funding for 2003/04 and the number of actual members working is less than the approved complement due to the method of rate calculation. Population changes reported in the 2001 census have resulted in additional communities now subject to cost recovery.

2. ***Cost Recovery from Victims' Assistance Fund - $1,815.1 Over Estimate and $1,944.0 Over 2002/03 Actual***
   Additional recovery of the costs of the Women's Advocacy and Compensation for Victims of Crime programs in 2003/04.

3. ***Fines and Costs - $1,274.2 Over Estimate and $4,202.8 Over 2002/03 Actual***
   Implementation of the photo enforcement initiative and the Justice Service Fee.

4. ***Escheats to the Crown - $43.5 Under Estimate and $68.5 Over 2002/03 Actual***
   Heirs to estates previously written off have been located and issued refunds

5. ***Legal Aid Agreement - $251.8 Under Estimate***
   Actual figure represents 85% of the maximum federal contribution as of January 2004. The maximum payment will depend on what the total expenditures are for 2003/04.

6. ***Child Centered Family Justice Fund - $278.8 Over Estimate and $72.5 Over 2002/03 Actual***
   A new five year agreement extending to March 31, 2008.

7. ***Aboriginal Court Worker Program - $117.4 Over Estimate and $52.9 Over 2002/03 Actual***
   New federal government agreement increased funding up to 50% of actual expenditures.

8. ***Special Projects - $203.4 Over Estimate and $175.3 Under 2002/03 Actual***
   Several new agreements were finalized in 2003/04 – Data Base Development, Youth Criminal Justice Act seminar, Alternative Measures Pilot Project, and Contraventions Act ticket adjudication.

Department of Justice

Historical Information

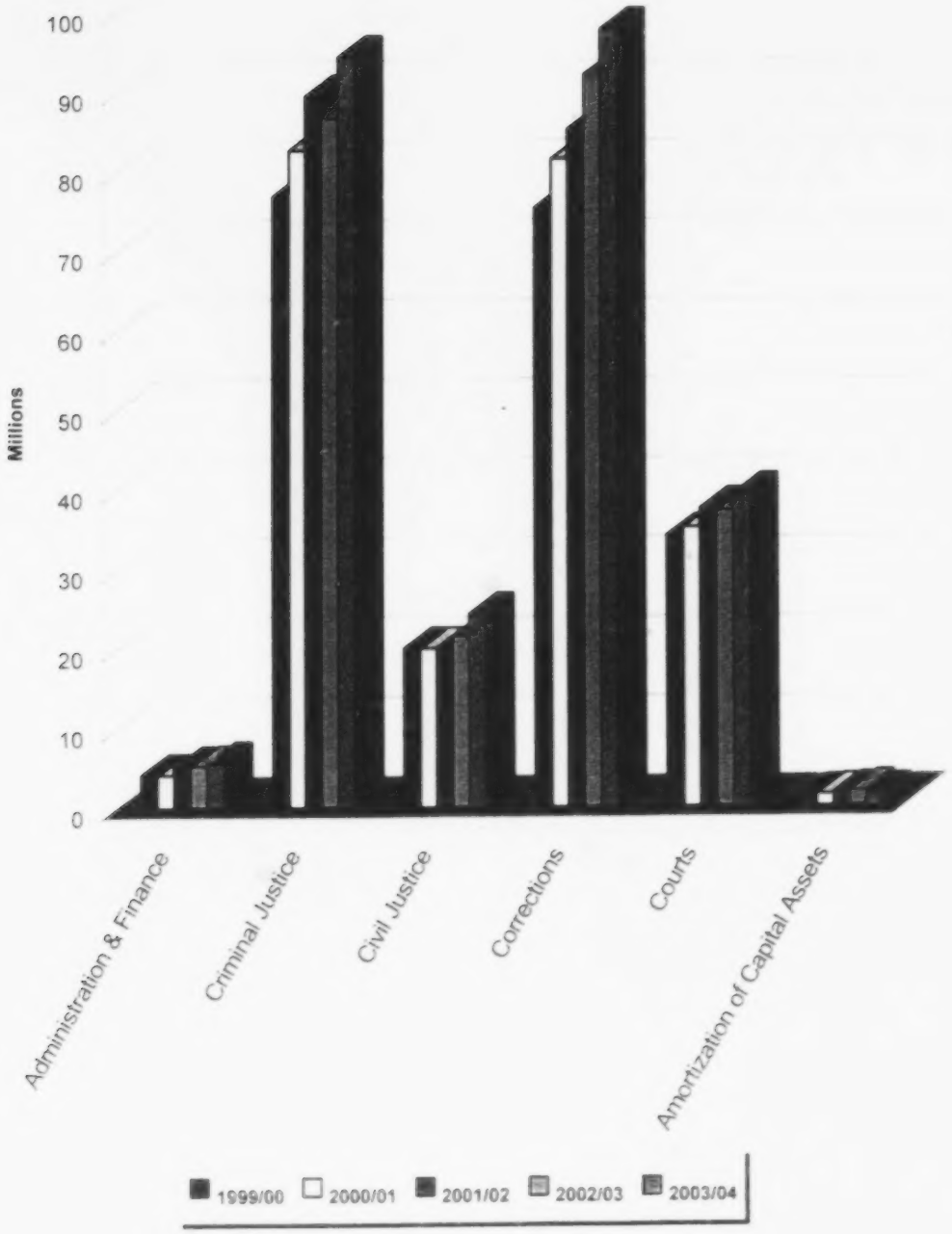
Five-Year Expenditure and Staffing Summary by Appropriation $(000's)
For Years Ending March 31, 1999 to March 31, 2004

	Actual/*Adjusted Expenditures									
	1999/00		2000/01		2001/02		2002/03		2003/04	
APPROPRIATION	FTE	$(000's)	FTE	$(000's)	FTE	$(000's)	FTE	$(000's)	FTE	$(000's)
04-1 Admin & Finance	59.94	4,132.0	63.34	4,144.3	64.34	5,096.4	67.34	5,214.4	70.34	5,673.0
04-2 Criminal Justice	182.50	76,872.2	207.80	82,644.2	215.30	89,480.6	208.30	86,693.5	222.30	94,399.5
04-3 Civil Justice	201.70	19,986.7	200.50	19,966.6	195.00	19,942.4	196.00	21,551.8	200.00	24,330.9
04-4 Corrections	1,218.24	75,390.1	1,357.30	81,516.7	1,340.30	85,267.8	1,335.30	92,073.4	1,350.30	97,825.2
04-5 Courts	557.66	34,115.8	573.16	35,103.6	530.16	37,483.6	535.05	37,170.0	534.05	39,273.0
04-6 Amortization of Capital Assets		1,319.2		1,478.6		1,624.4		1,879.8		1,434.1
Total	**2,220.04**	**211,816.0**	**2,402.10**	**224,854.0**	**2,345.10**	**238,895.2**	**2,341.99**	**244,582.9**	**2,376.99**	**262,935.7**

Adjusted figures reflect historical data on a comparable basis in those appropriations affected by a reorganization during the years under review.

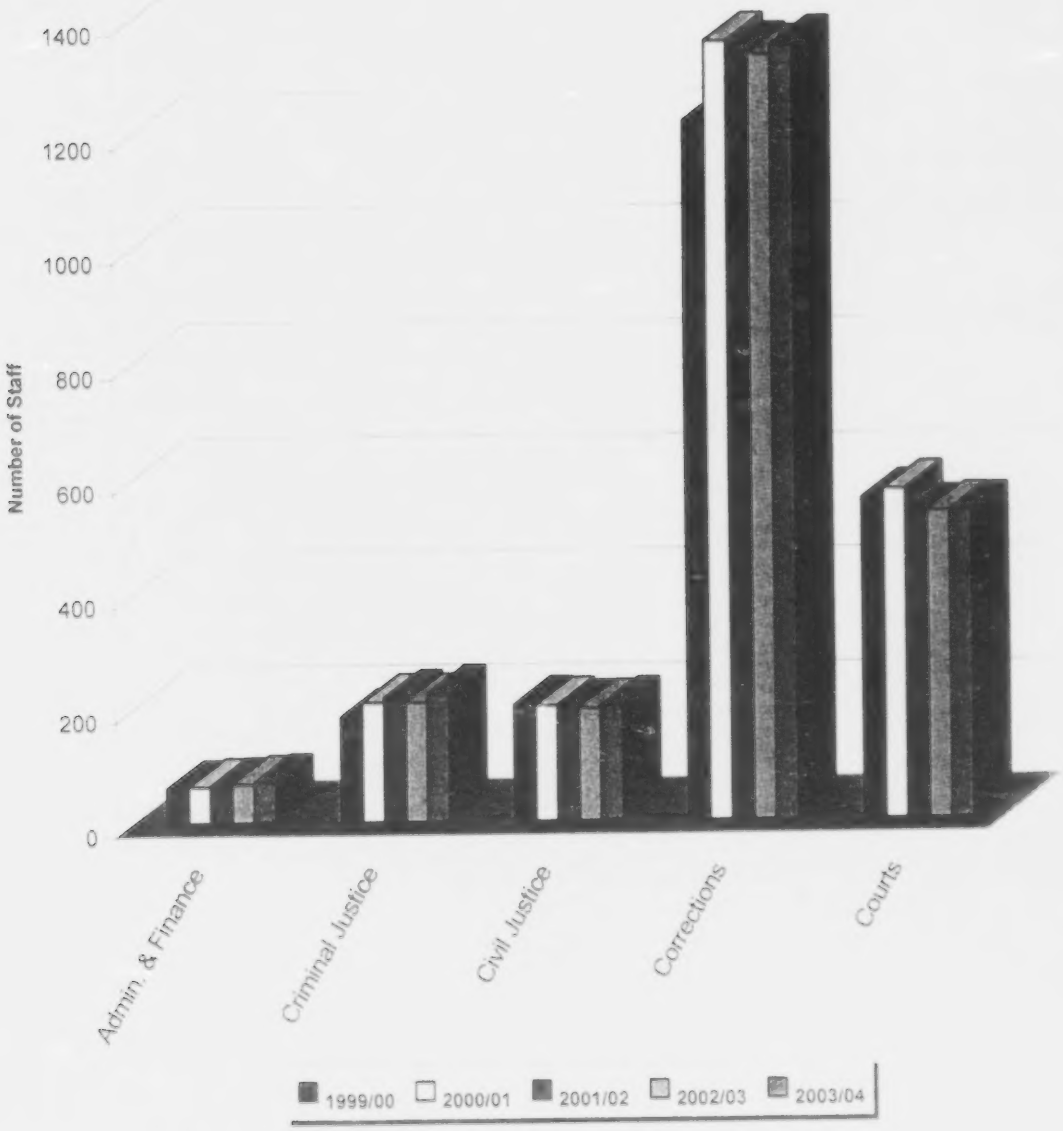
Manitoba Justice

Five Year Expenditure History by Operating Divisions



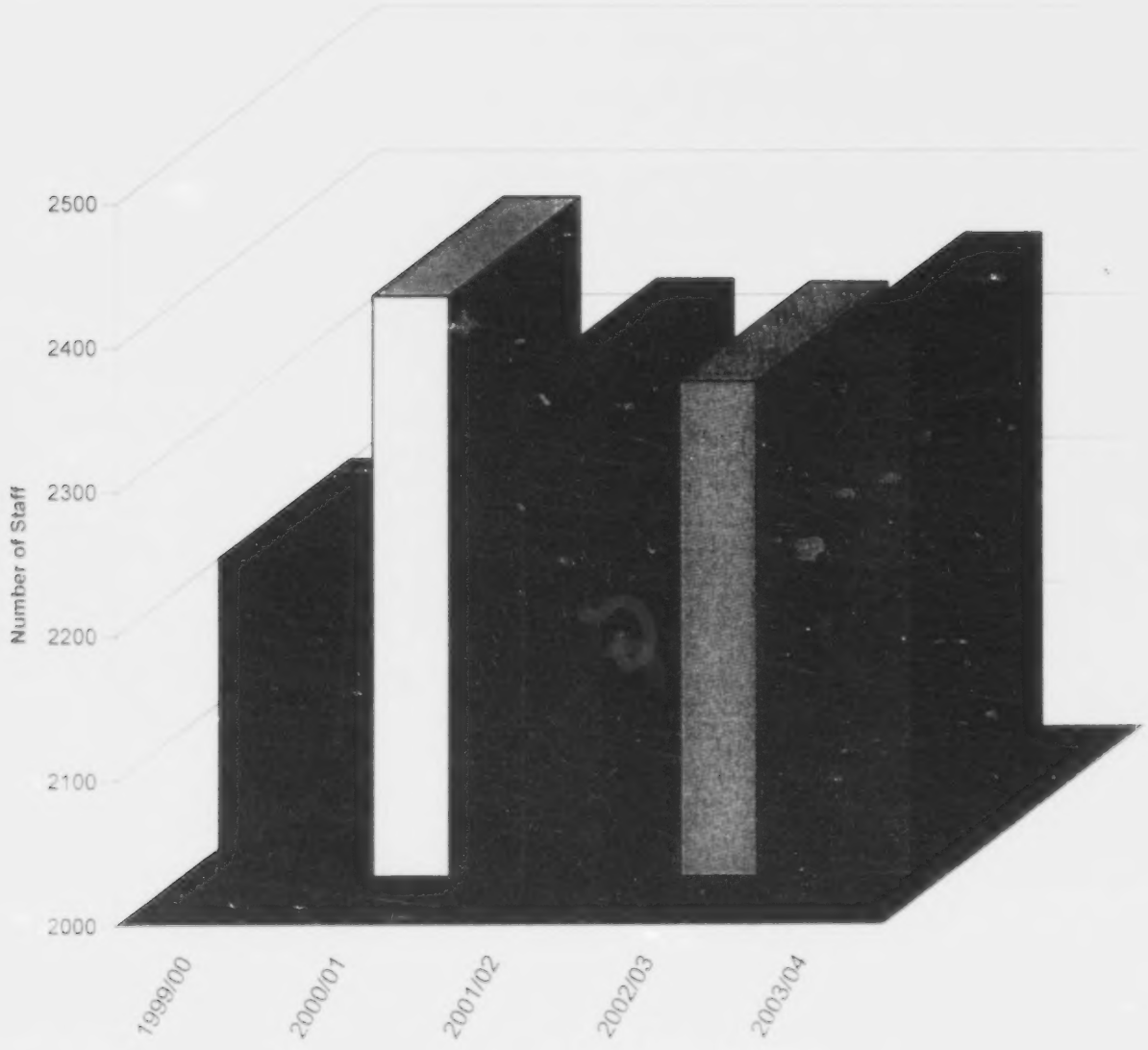
Manitoba Justice

Five Year Staffing History by Operating Divisions



Manitoba Justice

Five Year Staffing History
by Departmental Allocation



Capital Investment

Capital investment in Manitoba Justice provides for the development costs required to support the implementation of information technology systems and for the acquisition of equipment. Capital investment authority is contained in Part B of the annual estimates of expenditure of the government.

In 2003/04, Manitoba Justice had capital expenditures related to equipment acquisitions ($49.8) and the Victim Notification & Tracking System ($994.9). This is a continuation of previous equipment and systems acquisition practices except that a budget and actual expenditures are now provided under the Estimates of Capital Investment rather than operating appropriations.

Manitoba Justice

Reconciliation Statement
of Printed Vote

DETAILS	2003/04 ESTIMATES
2003/04 MAIN ESTIMATES	**$1,060.0**
MAIN ESTIMATES AUTHORITY TRANSFERRED FROM:	
- Internal Reform, Workforce Adjustment and General Salary Increases	212.6
2003/04 ESTIMATE	**$1,272.6**

Capital Investment

Actual 2003/04 $000's	Estimate 2003/04 $000's	Variance Over (Under) $000's	Expl. No.	Actual 2002/03 $000's	Variance Over (Under) $000's	Expl. No.
1,044.7	1,272.6	(227.9)	1	1,627.4	(582.7)	2

Explanation Number:

1. *Offsetting federal cost sharing provided for the purchase and installation of video teleconferencing equipment at various locations to allow for French language ticket adjudication.*
2. *Year-over-year decrease in salary and operating expenditures transferred to capital and non-recurring federal funding for Youth Criminal Justice Act systems projects in 2002/03.*

Justice Initiatives Fund

The $2.25 Million Justice Initiatives Fund supports development of initiatives to prevent crime and to improve the justice system in Manitoba. Funds are transferred to delivery departments (only Manitoba Justice in 2003/04) as projects are approved. Actual expenditures are recorded in delivery departments, or in the sub-appropriations of those divisions of Justice that flowed the specific expenditures.

The following criteria have been established to assist in the evaluation of Justice Initiatives Fund proposals:

1. Does the initiative have the potential to enhance public safety by deterring or preventing crime?

2. Does the initiative have the potential to enhance public safety by improving the effectiveness and efficiency of the Criminal Justice System's treatment of offenders and of their victims?

3. Does the initiative address Aboriginal Justice issues?

4. Will the initiative build on existing community organizations or mechanisms, and will it be responsive to community input and direction?

5. Does the initiative respond to the recommendations of a public inquiry or external review of the department's operations?

6. Does the initiative have the potential to improve the effectiveness or enhance the efficiency of Manitoba Justice's non-criminal service areas?

7. Will the initiative be cost-shared with other levels of government, community organizations, and/or private sector partners?

8. Can the initiative be maintained in the long run without significantly increasing government expenditures?

2003/2004 Justice Projects

New Directions for Children, Youth & Families Agency – to offer the Transition, Education and Resources for Females (TERF) program designed to transition sexually exploited children, adult women and transgender individuals from prostitution to a more mainstream lifestyle -- total project funding - $669,600; 2003/04 funding level - $146,100

Safer Schools Charter – Manitoba Council for Safer School Communities - to guide school communities in dealing with gang activity and gang violence prevention and establish codes of conduct to be developed in each school with input from parents, students and educators -- total project funding - $100,000; 2003/04 funding level - $25,000

Children Online Protection Initiative - a partnership between Manitoba Justice and Child Find Manitoba to form a community based committee to protect children in cyberspace -- The initiative will assist victims, establish a Cyber Tip Line, promote industry self regulation by internet service providers, promote the use of filtering and assist in the identification and disclosure of inappropriate information available to children on the Internet. Total project funding - $77,000; 2003/04 funding level - $18,000

Crime Prevention - promotes, communicates and facilitates effective crime prevention initiatives in Manitoba communities by defining and initiating provincial priorities, promoting co-ordination among the crime prevention partners and providing funding for initiatives that meet the criteria -- 2003/04 funding level (ongoing) - $70,000

Lighthouses – designed to develop crime prevention programs that target youth at risk -- The program offers youth the opportunity to become involved in pro-social, recreational and crime prevention activities after school hours at designated facilities. The program consists of 22 individual sites in Winnipeg and one in each of Thompson, Brandon, Flin Flon and Dauphin. Total project funding - $1,087,300; 2003/04 funding level - $469,400

First Nations Policing Policy - Community Consultation Funding - MKO Regional Consultation- a contribution agreement with Canada and the Manitoba Keewatinowi Okimakanak Inc. (MKO) to study four policing options for the 26 communities within the Keewatin, Island Lake and Swampy Cree Tribal Councils who comprise the MKO – Total project funding - $192,900; 2003/04 funding level - $64,300

Manitoba Organized Crime Task Force (MOCTF) – an agreement between the Royal Canadian Mounted Police (RCMP) and the Winnipeg Police Service (WPS) enabling these agencies to commit their personnel to the MOCTF and fund initial operating costs – the objective is to disrupt and dismantle major criminal organizations in Manitoba including federal, provincial and municipal contributions -- 2003/04 funding level $500,000

Healthy Child Manitoba – Manitoba strategy for responding to high risk/vulnerable children and youth with a focus on sexually exploited youth. Manitoba Justice contributes towards a Co-ordinator of Networking Services -- total project funding - $25,000; 2003/04 funding level - $15,000

Justice Committees - provides incremental support over the annual stipend for in excess of 60 Youth Justice Committees in Manitoba during 2003/04 -- The more than 500 volunteer committee members administer extra-judicial sanctions and provide crime prevention and community education services. 2003/2004 funding level (ongoing) - $16,000

Aboriginal Community Based Probation Services – Development of memorandums of understanding and protocols concerning the devolution of probation services to the Manitoba Keewatinowi Okimakanak (MKO), the Southern Chiefs Organization (SCO) and the Manitoba Metis Federation (MMF) – total project funding - $563,000; 2003/04 funding level - $356,500

Aboriginal Council of Winnipeg and Southern Chiefs Organization – Onashowewin – a community-based aboriginal restorative justice program that will provide services to both adult and young offenders in Winnipeg -- total project funding level - $592,300; 2003/04 funding level - $250,000

Interlake Reserves Tribal Council - Peacemakers Project – to continue with a team of community-based trained volunteers who involve young offenders in more traditional and culturally-based community alternatives to the provincial court system -- total project funding - $165,400; 2003/2004 funding level - $43,900

National Aboriginal & Diversity Law Enforcement Conference – an opportunity to build bridges between the Aboriginal and Visible Minority policing sections and communities -- 2003/04 funding level $20,000

St. Theresa Point First Nation Tribal Council - funding for occupancy costs for the Youth Court program's temporary accommodation in two portable classroom facilities while awaiting relocation to a larger facility. Total project funding - $24,400; 2003/04 funding level $20,000

Videophone Communication Link – The Pas Correctional Institution (TPCI) & Thompson Court Office – provide offenders at TPCI with a means of communication with their lawyers at the Thompson Court office, reducing the risk to public safety and the cost associated with Sheriff Services escorting offenders between these two locations -- 2003/04 funding level $10,500

Justice Initiatives Fund

Allocated 2003/04 $000's	Estimate 2002/03 $000's	Variance Over (Under) $000's	Expl. No.	Allocated 2002/03 $000's	Variance Over (Under) $000's	Expl. No.
2,019.3	2,250.0	(230.7)	1	1,234.5	784.8	2

Explanation Number:

1. *Based on the above noted approvals, all allocations were to Manitoba Justice. Actual expenditures were $1,996.9, the details of which are provided with the originating division. The balance of available funds ($230.7) remained unallocated at year- end.*
2. *Funding for Justice Initiatives was increased from $1,500.0 to $2,250.0. A number of new initiatives were funded in 2003/2004, most notably the Manitoba Organized Crime Task Force and Aboriginal Community Based Probation Services.*

Five Year Funding Allocation Summary

1999/00 $000's	2000/01 $000's	2001/02 $000's	2002/03 $000's	2003/04 $000's
1,462.5	1,287.9	1,107.4	1,234.5	2,019.3

Sustainable Development

Principles and Guidelines

Manitoba Justice is committed to executing its role and mission in concert with the spirit of *The Sustainable Development Act.*

The act provides that the seven principles of sustainable development are integration of environmental and economic decisions, stewardship, shared responsibility and understanding, prevention, conservation and enhancement, rehabilitation and reclamation and global responsibility. Moreover, the six guidelines of sustainable development are efficient use of resources, public participation, access to information, integrated decision making and planning, waste minimization and substitution, and research and innovation.

The department's vision of a safe, just and peaceful society has a connection with the sustainable development principles in that both are committed to looking toward the future to build safe, secure and healthy communities.

The department's crime prevention, public safety and Aboriginal justice initiatives in 2003/04 best illustrate Manitoba Justice's contribution to the sustainable principles of prevention, shared responsibility and understanding and global responsibility.

PREVENTION

Prevention is defined as anticipating, and preventing or mitigating, significant adverse economic, environmental, human health and social effects of decisions and actions, having particular careful regard to decisions whose impacts are not entirely certain but which, on reasonable and well-informed grounds, appear to pose serious threats to the economy, the environment, human health and social well-being.

Over the past number of years, Manitoba Justice has expanded its focus beyond traditional roles, to contribute -- with other departments -- to address the root causes of crime in our province. Manitoba Justice has made its contribution by developing, as well as partnering with other governmental and external agencies, on a variety of innovative new crime prevention initiatives.

Justice initiatives in 2003/04 that furthered the goal of prevention are outlined below.

- Manitoba Justice continued to support the successful community-based Lighthouses program to provide young people with a safe place to play and study in schools and community centres across Manitoba. In addition to supporting the maintenance of twenty-one existing sites, five new sites were added during the course of the year – three in Winnipeg, one in Dauphin and one in Flin Flon.
- In April of 2003, the department launched a web site to notify Manitobans of high-risk sex offenders. Pictures and descriptions of offenders that Manitoba police services have made fully public through a formal notification are posted on the site.
- The 'SafetyAid' Seniors Home Safety and Security Program was launched in 2003/04 to address the safety and security concerns of low-income seniors. The program -- a partnership between Manitoba Justice, the Seniors Directorate and the Winnipeg Police Service -- provides for the free supply and installation of certain basic home security devices.

SHARED RESPONSIBILITY AND UNDERSTANDING

The department considers its Aboriginal Justice Initiatives to be good examples of shared responsibility and understanding. This principle is defined as those actions taken to foster a partnership approach to decision making, program delivery etc., and those actions taken to engage, involve, and reflect the interests of various communities and groups in Manitoba in departmental decisions and actions.

Manitoba Justice's Aboriginal Justice objectives are focused on several areas, including encouraging and supporting the development of Aboriginal policing programs, addressing the needs of Aboriginal accused and sentenced offenders, and supporting the development of Aboriginal justice programs and services. The department is also focused on providing for education, training, employment and career development opportunities to Aboriginal persons working in or interested in working in the justice system.

In 2003/04 specifically, Manitoba Justice can highlight the following accomplishments in the area of Aboriginal Justice:

- The dedication of new funding to support Aboriginal Policing. This included support for the ongoing development of a community policing agreement with the Opaskwayak Cree Nation for a First Nations administered police service in that community, as well as continuing work on the development of a plan by the Manitoba Keewatinowi Okimakanak (MKO) to provide First Nations Policing Services. Another highlight was increased funding to support RCMP-First Nations Community Tripartite Agreements, as well as the RCMP Aboriginal Community Constable Program. A funding increase was also provided to the Dakota Ojibway Police Service (DOPS). (The total cost of the policing agreement with DOPS in 2003/04 was $3.1 million dollars, cost shared by the federal and provincial governments.)
- The department provided funding to develop memorandums of understanding and protocols to facilitate the transition of probation services to aboriginal organizations.
- The Courts Division worked with the Urban Circle Training Centre to develop a specialised administrative/clerical training plan for Aboriginal students.

GLOBAL RESPONSIBILITY

Global responsibility is defined as thinking globally when acting locally, recognizing that there is economic, ecological and social interdependence among provinces and nations, and working co-operatively, within Canada and internationally, to integrate economic, environmental, human health and social factors in decision-making while developing comprehensive and equitable solutions to problems.

During the past year, Manitoba Justice advocated for a number of changes intended to improve the administration of justice across Canada. Our suggestions included the following highlights:

- Seeking establishment of Cybertip.ca, Manitoba's pilot tip-line for the reporting of online sexual exploitation of children, as a national tip-line;
- Strengthening federal criminal law to allow for tougher sentences for offences against peace officers;
- Urging all Canadian jurisdictions to introduce legislation to simplify how police officers obtain police status when pursuing investigations across provincial boundaries;
- Strengthening federal criminal law to make sexual predators of children automatically eligible for applications for indefinite sentences;
- Joining other provinces to ask that the age of consent for sexual activity be increased to at least 16 from 14 with an exception for persons close in age; and
- Establishing a robust national sex offender registry that is not restricted to offenders sentenced after it comes into effect.

ACCESS TO INFORMATION

A number of significant upgrades were made to the Manitoba Justice website during the year. They included the following:

- Creation of the new sex offender notification web pages;
- Publication of the new (2002) Family Law in Manitoba booklet; and
- Establishment of a publications section, including the publication of a number of key reports including the Legal Aid Manitoba Review, the Review of Disclosure in the James Driskell Matter, and the Anti-Terrorism Act Report.

INTEGRATED DECISION MAKING AND PLANNING

This guideline is defined as those actions taken to establish and amend decision making and planning processes to make them more efficient, timely, accountable and cross-sectoral, and address and account for intergenerational effects.

Manitoba Justice's commitment to the cause is best illustrated by the department's participation in a number of cross-sectoral initiatives in 2003/04, particularly Healthy Child Manitoba, Neighbhourhoods Alive! and domestic violence prevention initiatives. The following are highlights of the department's work this year:

- The department's Lighthouses project (an initiative of Neighbourhoods Alive!) continued in more than 20 Manitoba schools and community centres and the government countered bullying with the Safe Schools Manitoba program (partially funded by Manitoba Justice);
- Strong new child support legislation was introduced to make it easier to collect outstanding family support payments and compensate those who do not receive payments on time, one of a series of enhancements made since 1999; and
- Amendments to *The Domestic Violence and Stalking Prevention, Protection and Compensation Act* were introduced in 2003/04 to allow more victims of domestic violence to seek protective orders by expanding who may seek relief.

Sustainable principles and guidelines, including integrated decision making and planning, are further exemplified in the department's procurement practices.

Sustainable Development Procurement

The department's sustainable procurement practices are based on Manitoba's Sustainable Development Procurement Guidelines, Goals and Organizational Action Plan. Each department develops its own organizational action plan in accordance with five main goals to achieve government-wide objectives over the long term. Manitoba Justice made progress towards the following sustainable development procurement goals in the 2003/04 fiscal year:

1. **EDUCATION, TRAINING AND AWARENESS - to ensure a culture that supports sustainable procurement practices exist within the Government of Manitoba**

To increase the department's awareness on the benefits of sustainable development procurement, the department's Sustainable Development Intranet site was refreshed and communicated to all Justice staff via email as a reminder of the department's sustainable goals, objectives and activities. The Intranet site further included an online check list of green products available through the government's SAP procurement system, a resource section listing Manitoba Justice Sustainable Development Procurement Committee members and a wide range of sustainable development Internet and Intranet sites that were accessible for further information and research. The use of email and Intranet sites were primary methods of communicating new government-wide sustainable development initiatives to all Justice management and staff. The Manitoba Justice Sustainable Development Procurement Committee also continued developing, implementing and communicating Justice specific organizational action planning and reporting.

To expand the knowledge and skills of departmental procurement practitioners, key Manitoba Justice staff attended workshops to learn more about the Aboriginal Procurement Initiative, the Energy Star program, products, and energy efficient buildings. Workshops of this nature assisted staff in determining when and how sustainable products can be incorporated into the department's procurement practices. All sustainable development procurement workshops were provided free of charge to the department.

2. **POLLUTION PREVENTION AND HUMAN HEALTH PROTECTION - to protect the health and environment of Manitobans from possible adverse effects of Government of Manitoba operations and activities, and provide a safe and healthy working environment**

The nature of the department's business causes Manitoba Justice to consume a tremendous amount of paper. To contribute to the government's objective to reduce solid waste sent to landfills by 25 per cent, the department identified double-sided copying and printing when possible, and all new printers and photocopiers to have duplex printing capabilities as two sustainable practices in its sustainable development procurement action plan. To further this cause, the department converted seven single-sided printers and two photocopiers with duplex capabilities in the 2003/04 fiscal year and practiced government-wide initiatives by replacing virgin consumable products with environmental remanufactured toner cartridges and office paper containing 30 to 100 per cent post consumer waste. Staff was further encouraged to make prints of drafts and originals only when necessary and email correspondence, reports and scanned documents in lieu of sending paper-based documents via regular mail. When regular mail is required, reusable envelopes are used for all Inter-departmental mail.

To replace massive paper-based mailings of bulletins and binders, Manitoba Justice Intranet pages were refreshed as time permitted to make important policy and announcements available online for staff reference.

The department further developed its Internet site to inform the general public of its programs and initiatives while minimizing the use of paper-based methods of communication.

To reduce waste of equipment and furnishings, Manitoba Justice continued practices of buying, repairing, or circulating used furniture and equipment for reuse within the department before considering the need to purchase new. Most notable was Courts' Operation Clean Sweep that accomplished re-circulating a large number of supplies and equipment within the department. An estimated potential savings of $73,000 resulted from all these activities allowing the department to be efficient with limited financial resources while reducing the amount of government waste sent to landfills. The above stated activities are departmental practices that reduced the amount of waste generated by Manitoba Justice operations in addition to waste stream recycling programs provided by Manitoba Transportation & Government Services.

The majority of Manitoba Justice locations have practiced varying degrees of recycling waste for a number of years. An additional four Justice locations started recycling in the 2003/04 fiscal year. Out of 89 locations, 66 locations reported recycling paper, 39 recycled beverage cans, 34 locations recycled plastic bottles of which seven also recycled glass bottles, 18 recycled books, 26 recycled cardboard and 55 recycled toner cartridges. In comparison to the previous year, twice the number of locations reported recycling books, and one correctional institution reported reducing its waste to the landfill by 25 per cent as the primary result from recycling more cans. Manitoba Transportation & Government Services controls the department's contracts for recycling and refuse collection. Therefore, measurements for waste are not available through Manitoba Justice.

3. REDUCTION OF FOSSIL FUEL EMISSIONS - to reduce fossil fuel emissions by Government of Manitoba operations and activities

Manitoba Justice uses a variety of fleet vehicles for the purposes of travelling for circuit court, transporting incarcerated individuals or property in trust, and business in general. To contribute to Manitoba's goal to reduce the consumption of fossil fuels by five per cent, the department annually reviews its fleet for efficiency and sustainability. In the 2003/04 fiscal year, the department reduced its number of leased vehicles by three, which translated to a four per cent increase in environmentally preferable vehicles and a 4.8 per cent reduction in fleet vehicle fossil fuel consumption from the previous year. The department leased a total of 11 environmentally friendly vehicles (10.5 per cent of 105 fleet vehicles), of which five vehicles used clean diesel fuel and six E85 vehicles were equipped to use fuel that is 85 per cent ethanol. With additional fuel purchases to operate owned equipment taken into consideration, the department reduced its overall fuel consumption by an estimated 3.1 per cent.

In our efforts to substitute regular fossil fuels with a minimum of 10 per cent ethanol-blended fuels and alternate energy sources, Manitoba Justice exceeded its mandate by significantly increasing E10 ethanol fuel consumption to 132,760 litres in 2003/04 while decreasing overall fuel consumption by 3.1 per cent. This represents 27.2 per cent of all fuel consumed by the department's leased fleet and approximately 25 per cent of all fuel consumed by the department when additional fuel required to operate owned and rented equipment is included.

4. RESOURCE CONSERVATION - to reduce the use and consumption of resources by the Government of Manitoba in a sustainable and environmentally preferable manner

To reduce the total consumption of utilities in Government of Manitoba premises by 15 per cent, the department continued to work co-operatively with Manitoba Transportation & Government Services and adopted Power Smart practices in its action plan.

To increase the proportion of environmentally preferable products and services within the context of reduced resource use, the department increased its proportion of environmentally preferable products in three material groups:

Office Paper:	increased by 18.9%, 89.6% of all purchases contained 30-100% post consumer waste
Toner Cartridges:	increased by 24.3%, 39.8% of all purchases were remanufactured
Rags and Wipers:	increased by 98.1%, 99.5% of all purchases contained recycled material

The department continued purchasing environmental choices for shipping supplies (41.1 per cent environmentally preferable), hygiene tissue paper (99.1 per cent), mops and buckets (16 per cent), absorbent materials (11.5 per cent) and 22.7 per cent of all tableware and cutlery products. The department further expended $994,900 towards co-operative justice systems that incorporated automating legal documentation and

processes and the development of data sharing infrastructure as a replacement for inefficient paper-based business practices. Overall, the department increased its proportion of environmentally preferable products by 17 per cent, representing 59.2 per cent of all material groups that had alternative environmental choices.

5. COMMUNITY ECONOMIC DEVELOPMENT - to ensure that Manitoba Government procurement practices foster and sustains community economic development

There are three main objectives set by cabinet to foster and sustain community economic development in Manitoba. One of the government's objectives is to increase the participation of Aboriginal peoples and suppliers in the providing of goods and services to departments. In addition to the department's Aboriginal justice programs and initiatives, Manitoba Justice supported Aboriginal vendors by purchasing a combined total of $320,800 from their businesses for office room rentals, hotel accommodations, transportation (air and taxi), food and medical supplies.

Other objectives are to assist in the development and growth of local environmental industries and markets for environmentally preferable products and services, and to increase the participation of small businesses; community based businesses and Co-ops in Manitoba. The department regularly supports local businesses when purchasing incidental items that do not require tendering and may increase its level of environmental purchasing as it learns more about sustainable products available through local environmental industries.

This concludes the department's sustainable development report for the 2003/04 fiscal year.

Appendix I

Court of Appeal Office in Manitoba

Winnipeg

Appendix II

Court of Queen's Bench Offices in Manitoba

Winnipeg
Brandon
Dauphin
Flin Flon
Minnedosa
Morden
Portage la Prairie
St. Boniface
Selkirk
Swan River
The Pas
Thompson
Virden

Appendix III

Centres of regular Provincial Court sittings in Manitoba

Winnipeg
- 408 York Avenue
- 373 Broadway
- 227 Provencher
- 170 Doncaster

Altona
Amaranth
Arborg
Ashern
Beausejour
Berens River
Bloodvein
Boissevain
Brandon
Brochet
Carman
Churchill
Cranberry Portage
Cross Lake
Dauphin
Easterville
Emerson
Fisher Branch
Flin Flon
Garden Hill
Gimli
Gillam
Gods Lake Narrows
Gods River
Grand Rapids
Gypsumville (held in St. Martin)
Killarney
Lac Brochet
Lac du Bonnet
Leaf Rapids
Little Grand Rapids
Lundar
Lynn Lake
Minnedosa
Moose Lake
Morden
Morris
Neepawa
Nelson House
Norway House
Oxford House
Pauingassi
Pine Falls (held in Powerview)
Poplar River
Portage la Prairie
Pukatawagan
Roblin
Rossburn
Russell
Selkirk
Shamattawa
Snow Lake
South Indian Lake
Split Lake
Steinbach
St. Theresa Point
Stonewall
Swan River
Teulon
The Pas
Thompson
Virden
Waywayseecappo

Appendix IV

STATUTES ADMINISTERED BY THE MINISTER OF JUSTICE

IN ACCORDANCE WITH ORDER-IN-COUNCIL 395/2003

DATED 4 NOVEMBER, 2003

SCHEDULE N

	CONTINUING CONSOLIDATION CHAPTER
The International Commercial Arbitration Act	C 151
The Constitutional Questions Act	C 180
The Correctional Services Act	C 230
The Court of Appeal Act	C 240
The Provincial Court Act	C 275
The Court of Queen's Bench Act	C 280
The Court Security Act	C 295
The Crime Prevention Foundation Act	C 303
The Crown Attorneys Act	C 330
The Child Custody Enforcement Act	C 360
The Discriminatory Business Practices Act	D 80
The Domestic Violence and Stalking Prevention, Protection and Compensation Act	D 93
The Enforcement of Judgments Conventions Act	E 117
The Escheats Act	E 140
The Executive Government Organization Act [Subsection 12(2), only, as Keeper of the Great Seal]	E 170
The Expropriation Act	E 190
The Fatality Inquiries Act	F 52
The Fortified Buildings Act	F 153
The Helen Betty Osborne Memorial Foundation Act	H 38.1
The Human Rights Code	H 175
The Inter-jurisdictional Support Orders Act	I 60
The Intoxicated Persons Detention Act	I 90
The Reciprocal Enforcement of Judgments Act	J 20
The Canada - United Kingdom Judgments Enforcement Act	J 21
The Jury Act	J 30
The Department of Justice Act	J 35
The Law Enforcement Review Act	L 75
The Law Fees and Probate Charge Act	L 80
The Law Reform Commission Act	L 95
The Legal Aid Services Society of Manitoba Act	L 105
The Mental Health Act [Part 10 and clauses 125(1)(i) and (j)]	M 110
The Minors Intoxicating Substances Control Act	M 197
The Privacy Act	P 125
The Private Investigators and Security Guards Act	P 132
The Proceedings Against the Crown Act	P 140

The Provincial Police Act ..... P 150
The Public Trustee Act ..... P 275
The Regulations Act ..... R 60
The Safer Communities and Neighbourhoods Act ..... S 5
The International Sale of Goods Act ..... S 11
The Sheriffs Act ..... S 100
The Interprovincial Subpoena Act ..... S 212
The Summary Convictions Act ..... S 230
The Transboundary Pollution Reciprocal Access Act ..... T 145
The Uniform Law Conference Commissioners Act ..... U 30
The Vacant Property Act ..... V 10
The Victims' Bill of Rights ..... V 55

Other statutes related to areas for which the Minister of Justice is responsible:

The Age of Majority Act
An Act to Repeal the Statute of Frauds
The Apportionment Act
The Arbitration Act
The Blood Test Act
The Boundary Lines and Line Fences Act
The Builders' Liens Act
The Class Proceedings Act
The Civil Remedies Against Organized Crime Act
The Controverted Elections Act
The Court of Queen's Bench Small Claims Practices Act
The Court of Queen's Bench Surrogate Practice Act
The Debtors Arrest Act (Public Unconsolidated)
The Defamation Act
The Dependants Relief Act
The Distress Act
The Domicile and Habitual Residence Act
The Equality of Status Act
The Executions Act
The Factors Act
The Family Maintenance Act
The Fatal Accidents Act
The Federal Courts Jurisdiction Act
The Fraudulent Conveyances Act
The Frustrated Contracts Act
The Garage Keepers Act
The Garnishment Act
The Gold Clauses Act
The Guarantors' Liability Act
The Health Care Directives Act
The Homesteads Act
The Hotel Keepers Act
The Infants Estates Act
The Interpretation Act
The International Trusts Act
The Intestate Succession Act

The Judgements Act
The Law of Property Act
The Limitation of Actions Act
The Manitoba Evidence Act (Parts I and IV)
The Marine Insurance Act
The Marital Property Act
The Married Women's Property Act
The Mental Health Act (Part 9)
The Mercantile Law Amendment Act
The Mortgage Act
The Newspapers Act
The Nuisance Act
The Occupiers' Liability Act
The Official Securities Act
The Parental Responsibility Act
The Parents' Maintenance Act
The Perpetuities and Accumulations Act
The Petty Trespasses Act
The Powers of Attorney Act
The Presumption of Death Act
The Registration of Property Restraint Orders Act
The Repair Shops Act
The Retirement Plan Beneficiaries Act
The Sale of Goods Act
The Sand and Gravel Act
The Short Forms Act
The Soldiers' Estates Act
The Stable Keepers Act
The Survivorship Act
The Threshers' Liens Act
The Tortfeasors and Contributory Negligence Act
The Trustee Act
The Unconscionable Transactions Relief Act
The Warehouseman's Liens Act
The Wills Act

Appendix V

The following is a listing of some of the most commonly contacted branches, boards and agencies reporting to the Minister of Justice. To contact offices not listed here, please call:

Manitoba Government Inquiry
1-866-626-4862 toll free outside Winnipeg

Aboriginal and Community Law Enforcement
530 - 405 Broadway
Winnipeg MB R3C 3L6
945-2825

Aboriginal Courtwork Program
2nd - 405 Broadway
Winnipeg MB R3C 3L6
945-3909

Administration & Finance
935 - 405 Broadway
Winnipeg MB R3C 3L6
945-2878

Chief Medical Examiner
210 - 1 Wesley Avenue
Winnipeg MB R3C 4C6
945-2048

CVSW/Child Victim Unit
1410 - 405 Broadway
Winnipeg MB R3C 3L6
945-0662

CVSW/Domestic Violence Unit
1410 - 405 Broadway
Winnipeg MB R3C 3L6
945-6851

Constitutional Law
1205 - 405 Broadway
Winnipeg MB R3C 3L6
945-0679

Corrections Division
810 - 405 Broadway
Winnipeg MB R3C 3L6
945-7804

Court of Queen's Bench
Main Flr - 408 York Avenue
Winnipeg MB R3C 0P9
Civil: 945-0344
Criminal: 945-3040
Family Division (Divorce): 945-0344
Administration: 945-0980

Courts Division
235 - 405 Broadway
Winnipeg MB R3C 3L6
945-0504

Compensation for Victims of Crime
202 - 379 Broadway
Winnipeg MB R3C 0T9
945-0899

Deputy Minister's Office
110 Legislative Building
450 Broadway
Winnipeg MB R3C 0V8
945-3739

Family Law
705 - 405 Broadway
Winnipeg MB R3C 3L6
945-0268

Human Resource Services
910 - 405 Broadway
Winnipeg MB R3C 3L6
945-3204

Human Rights Commission
7 - 175 Hargrave Street
Winnipeg MB R3C 3H9
945-3007

Law Enforcement Review Agency
420 - 155 Carlton Street
Winnipeg MB R3C 3H8
945-8667

Law Reform Commission
1210 - 405 Broadway
Winnipeg MB R3C 3L6
945-2896

Legal Aid Services Society
402 - 294 Portage Avenue
Winnipeg MB R3C 0B9
985-8500
Civil Legal Services
730 - 405 Broadway
Winnipeg MB R3C 3L6
945-2832

Legislative Counsel
410 - 405 Broadway
Winnipeg MB R3C 3L6
945-5758

Maintenance Enforcement Program
225 - 405 Broadway
Winnipeg MB R3C 3L6
945-7133

Minister's Office
104 Legislative Building
450 Broadway
Winnipeg MB R3C 0V8
945-3728

Policy Development and Analysis
1210 - 405 Broadway
Winnipeg MB R3C 3L6
945-6726

Prosecutions
510 - 405 Broadway
Winnipeg MB R3C 3L6
945-2852

Provincial Court
Main Flr, 408 York Avenue
Winnipeg MB R3C 0P9
945-3454

Public Safety Branch
200 - 379 Broadway
Winnipeg MB R3C 0T9
945-0170

Public Trustee
1330 - 405 Broadway
Winnipeg MB R3C 3L6
945-2700

Review Board
2nd Flr, 408 York Avenue
Winnipeg MB R3C 0P9
945-4438

Sheriff's Services, Civil Enforcement Section
2nd Flr - 373 Broadway
Winnipeg MB R3C 4S4
945-2107

Vehicle Impoundment Registry
2nd Flr, 408 York Avenue
Winnipeg MB R3C 0P9
945-4454

Victim/Witness Assistance Program
400 - 408 York Avenue
Winnipeg MB R3C 0P9
945-3594

Appendix VI

MANCOR (Prison Industries) - Financial Statements

MANCOR
BALANCE SHEET
March 31, 2004

ASSETS	March 31/04	March 31/03
Current		
Cash	13,633	4,724
Bank	267,246	244,706
Inventory	75,082	68,387
Accounts Receivable	36,141	29,090
Total Current Assets	**$392,102**	**$346,907**
Capital Assets		
Machinery & Equipment	$223,523	$194,357
Less: Accumulated Amortization	(90,186)	(73,500)
Total Capital Assets	**$133,337**	**$120,857**
TOTAL ASSETS	**$525,439**	**$467,764**
LIABILITIES AND EQUITY		
Accounts Payable	$9,580	$3,733
Tax Liabilities	1,536	511
Total Current Liabilities	**$11,116**	**$4,244**
EQUITY		
Retained Earnings	514,323	463,520
TOTAL LIABILITIES AND EQUITY	**$525,439**	**$467,764**

MANCOR
INCOME STATEMENT
Year Ended March 31, 2004

	2003/04	2002/03
Sales	$339,159	$332,178
Cost of Goods Sold	148,051	154,987
Gross Profit	**$191,108**	**$177,191**
Operating Expenses	123,619	117,388
Capital Asset Amortization	16,686	15,611
NET INCOME	**$50,803**	**$44,192**
Retained Earnings, beginning of year	463,520	397,690
Prior Year Adjustment (Note 2)		21,638
Retained Earnings, end of year	$514,323	$463,520

MANCOR
STATEMENT OF CHANGES IN FINANCIAL POSITION
Year Ended March 31, 2004

	2003/04	2002/03
Cash Derived From (Applied) To:		
Operating		
Net Income (Loss)	$50,803	$44,192
Add: Amortization of Capital Assets	16,686	15,611
Change in		
Inventory	(6,695)	(10,005)
Receivables	(7,051)	10,624
Payables	6,872	(462)
Investing		
Capital Acquisitions	(29,166)	(32,400)
Increase (Decrease) in Cash and Deposits	**31,449**	**27,560**
Cash and Bank Deposits:		
Beginning of Year	249,430	200,232
Prior Year Adjustment (Note 2)		21,638
End of Year	**$280,879**	**$249,430**

MANCOR
NOTES TO FINANCIAL STATEMENTS
MARCH 31, 2004

1. The 2003/04 fiscal year covered the period April 1, 2003 to March 31, 2004.

2. The Agassiz Youth Centre prison industries operation, with equity of $21,638, was combined with MANCOR at March 31, 2003.